REGISTERED CHARITY NUMBER: 1173252

TRUSTEE'S MEETING

7.00 p.m. Wednesday 7th October 2026

held online at Teams

MINUTES

1) **Present:** Chris Beer, Linda Chappell, Laura Clark, Kathryn Henderson, Christine Rutter, Becky Stoyles.

2) **Apologies in advance:** Shaun Edge

3) **Did not attend:**

4) **Acceptance of minutes of previous meetings held on 5th August 2026 (circulated via email).** YES

5) **Financial matters:**

a) Finance report:

Finance Report	Up to 30/09/26					
Bank Account Balance	£ 7,136.69					
Petty Cash Balance	£ 428.43					
Total Funds	£ 7,565.12					
Restricted Funds	**B/F 1.12.2025**	**Income 2025/2026**	**Spent 2025/2026**	**Balance**	**Comments**	**Actions**
Lights Crawcrook & Greenside 2025	£ 376.75	£ 118.95	-£ 495.70	£ -	Money from collection tins	
Lights Crawcrook 2026	£ -	£ 130.95	£ -	£ 130.95	Money from collection tins	To be used for Crawcrook Christmas Lights 2026
Community Garden	£ 602.53		-£ 594.00	£ 8.53	Money raised from fundraising events	
LCF Fund 2025 A	£ 250.00		-£ 257.39	-£ 7.39	Grant received March 2025 towards refurbishment of Pavilion toilet	
LCF Fund 2025 A				£ 7.39	Offset to unrestricted	
LCF Fund 2025 B	£ 187.44		-£ 187.44	£ -	Family Fun Day grant - original grant £300	Craft supplies for summer family workshops, Halloween supplies in 2025. Remainder to cover Crawcrook Fair expenses for entertainment (speaker hire)
Breast Cancer Now		£ 344.65	-£ 344.65	£ -	Fundraiser Afternoon Tea - donated to Breast Cancer Now 03.08.2026	
Co-op Community Fund 2024/2025	£ 2,031.97			£ 2,031.97	Co-op community fund grant for Pavilion toilet facility improvements. £500 stage payment received March 2025, balance received October 2025.	
Restricted Funds	£ 3,448.69	£ 594.55	-£ 1,879.18	£ 2,171.45		
Fundraising (Unrestricted)	**B/F 1.12.2025**	**Income 2025/2026**	**Spent 2025/2026**	**Balance**	**Comments**	**Actions**
Crawcrook Fair 2024	£ 223.00		-£ 223.00	£ -	Crawcrook Fair 2024 - Money raised towards Christmas lights and other community improvements	£1551.69 used from Crawcrook Fair 2024 for lights
Christmas Fair 2024 & Calendars	£ 272.35		-£ 272.35	£ -	Christmas Fair 2024 & Calendars - Money raised towards Christmas lights and other community improvements	Calendars cost £198 to produce
Crawcrook Fair 2025	£ 2,763.72		-£ 2,763.72	£ -	Crawcrook Fair 2025 - Money raised for general community improvements	
Easter 2025	£ 539.02		-£ 501.79	£ 37.23	Easter Egg scavenger hunt 2025 and income from knitted novelties	To be used for Crawcrook Christmas Lights 2026
Christmas 2025		£ 289.44	-£ 289.44	£ -	Income from knitted novelties	
Crawcrook Fair 2026		£ 3,095.29	-£ 422.91	£ 2,672.38	Crawcrook Fair 2026 - Money raised for general community improvements	To be used for Crawcrook Christmas Lights 2026
Easter 2026		£ 737.16	-£ 175.80	£ 561.36	Easter Egg scavenger hunt 2026 and income from knitted novelties	
Fundraising Funds (Unrestricted)	£ 3,798.09	4121.89	-£ 4,649.01	£ 3,270.97		
Community Café		£ 1,047.56	-£ 601.24	£ 446.32	Community Café takings and purchases	
Pavilion and Green Hire Income		£ 1,300.32	£ -	£ 1,300.32	Income from hire bookings	
Pavilion running expenses		£ -	-£ 353.59	-£ 353.59	Insurance, Utilities and sundries	
Pavilion subtotal		£ 2,347.88	-£ 954.83	£ 1,393.05		
Green Gardening			-£ 1,383.84	-£ 1,383.84	Purchase of tools, plants, equipment for Green Garden	
Grant income (unrestricted)		£ 500.00		£ 500.00	Income from fundraising and Grants. £500 from Beaverbrooks June 2026	
				£ -		
Green subtotal		£ 500.00	-£ 1,383.84	-£ 883.84		
Unrestricted Funds				£ 5,393.67		

- **Notes to financials:** Payments are still outstanding for Crawcrook Fair 2026 from Ryton Cross for the beer tent. It was suggested that payments are made upfront in the future. Also waiting for Shaun for the promised donation. Chris to remind him. **(Action CB).** We have now received the grant from the National Lottery and just waiting for payment. Not quite enough was made from the fair to cover the Christmas Lights this year. The Coop fund money is still waiting to be spent on the new toilet for Pavilion. Kathryn has mentioned that according to Gary Stamp other funds may be available.

6) Pavilion and Bowling Green:

a) Pavilion – Norma and Kathryn received quotes for the toilet with around £3500 being quoted for both so monies would have to be taken from elsewhere to cover such as unrestricted funds. Kathryn has someone who will paint the inside of the Pavilion after the toilet has been constructed.

b) Bowling Green – Christine sent over a detailed breakdown of items required for the project and has stated that we would need double of the amount that the Lottery Fund has provided in order to complete. It was noted that the children's and SEN area will cost quite a lot due to health and safety and BSN number requirement. It was suggested another container be installed behind the original one to store the spare chairs and tables etc from Pavilion keeping the other container free for the gardening equipment.

7) Review of regular activities:

a) Litter Picking – No update.

b) Gardening – Judy has tidied the park beds and there is progress on the long border. The Pinfold has been tidied and she has plants available ready for the winter. She is waiting for the bill from Southdene Nursery. The Halloween Knits are selling well at Hildrews with the Christmas ones ready to go. Kathryn to do printouts. **(Action KH).**

c) Volunteering – No update

8) Community Garden behind Church: No update

9) Upcoming Events:

a) Halloween – Laura organising a Cluedo event. To send out email with handouts/puzzles to trustees. **(Action LCl).**

b) Christmas – 1st Dec is Christmas light switch on with possible craft stalls and a Santa's Grotto. Donations of selection boxes have been received. A donation was suggested to over costs this year.

10) A.O.B:

a) Ideas raised by Kathryn:
- Easter holidays – run activities hopefully to generate funds.
- Food Festival
- Fair with crafts and demonstration in May
- Crawfest – more family orientated
- Summer Fair

b) Poppies for Remembrance Day to be put up around Park.

c) A housekeeping checklist was suggested for the Pavilion to make sure it is being cleaned after being used.

d) The mural wrap around will be starting soon.

11) Date and time of next meeting(s):

a) Next scheduled Trustees meeting – Wednesday 4th November 2026 at 7pm in Crawcrook Pavilion.