

Charity Registration No: 1163835

**Minutes of the Meeting Vyner Park Charity Management Committee  
5pm 29th February 2024, Nelson's**

	Item	Action
1.	<p>Attendance and apologies</p> <p>Attendance: Andy Ferguson (Chair), Brian Fergie, Alison Cowen, Rob Simpson, Kelly Dunn, Karen Howard-Row Andrew Hastie.</p> <p>Apologies: Steve Woolfrey, Lynn Farey, John Richardson, Greg Anderson</p>	
2.	<p>Minutes of the last meeting</p> <p>It was agreed that the minutes were a true and accurate record of the meeting.</p>	
3.	<p>Matters arising from the minutes</p> <p>Lynn to send Nelson's assets for Vyner Park asset register</p> <p>Perpetual Calendar to roll over to next meeting</p> <p>The budget request has been approved by the Parish Council</p> <p>Bowling Green - need to cut the brush and scrub back.</p> <p>Call out for volunteer day at Easter to get the moss treatment down.</p> <p>Check with Greg that Ashington bowls people (and any others who are interested) have been shown how to use the machine.</p> <p>Green Space - Andy to circulate the email from Liz C and discussion to take place at the next meeting to establish if further protection is necessary.</p>	<p>Lynn F Andy F</p> <p>Andy, John, Andrew Andy to put call out for volunteers Greg</p> <p>Liz S to add to agenda next meeting</p>

	<p>Netball - have access to the brush and the goal post doesn't impact on the court. The goal will be relocated to the opposite end of the court and a risk assessment will be undertaken and reviewed in six months.</p> <p>Flood light replacement - looking for funds to support this project.</p> <p>Energy renewal -will contact companies in the next few month as rates are falling at the moment.</p>	<p>Rob S and Andy F</p> <p>Alison C</p> <p>Andy F</p>																
4.	<p>Finance - Treasurer's Report</p> <p>Receipts and Payments since last meeting. Period covered 18 January 2024 to 29 February 2024</p> <p>Income</p> <table data-bbox="276 860 863 1043"> <tr> <td>Nelson's Rent</td> <td>173.10</td> </tr> <tr> <td>Nelson's Utilities</td> <td>690.00</td> </tr> <tr> <td>Donations (Bowls &amp; Tennis)</td> <td>38.00</td> </tr> <tr> <td>Northumbrian Water</td> <td>140.00</td> </tr> <tr> <td><b>Total Income</b></td> <td><b>1,041.10</b></td> </tr> </table> <p>Expenditure</p> <table data-bbox="276 1117 767 1227"> <tr> <td>Electricity</td> <td>507.55</td> </tr> <tr> <td>Park – mole control</td> <td>40.00</td> </tr> <tr> <td><b>Total Expenditure</b></td> <td><b>547.55</b></td> </tr> </table> <p>Surplus / (Deficit) 493.55</p> <p>Opening bank balance 15,811.88</p> <p>Closing bank balance 16,305.43</p> <p>There was a request to provide more detail on expenditure which has been taken on board. VAT is still to come back from Parish council The Treasurer explained that it is likely in the future we will have a lot of bills to keep the Pavillion running as it is now 25 years old and things are starting to wear out.</p>	Nelson's Rent	173.10	Nelson's Utilities	690.00	Donations (Bowls & Tennis)	38.00	Northumbrian Water	140.00	<b>Total Income</b>	<b>1,041.10</b>	Electricity	507.55	Park – mole control	40.00	<b>Total Expenditure</b>	<b>547.55</b>	
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5.	<p>Financial Report (Show)</p> <p>Show 2023 was a resounding success – weather was perfect and there were no major issues apart from the failure of the Sumup Card readers halfway through the show*. The show was very well attended with over 1100 paying visitors. The raffle sold out of tickets (2000) which was a first in recent show history. Over</p>																	

50 classic cars were on display and the fun dog show was a great success.

The total cost of putting on the show was £10,609.26\*\*.

The total takings from the show, including sponsorship, was £16,616.84.

Therefore, the surplus generated was £6007.58.

From the surplus, £479.44 was spent on additional equipment (radios, electrical cables etc) in preparation for next year's show. A further £1100 was disbursed as donations to the following local organisations:

£600 Vyner Park Charity.

£150 Village Archery Club.

£100 Swarland Village School

£100 Jubilee Hall (Newton on the Moor)

£100 Swarland Village Hall

£50 Swarland Brownies

The remaining surplus of £4428.14 was added to the show reserve which now stands at £14,180.90. It is the aim of the show committee to build the reserve up to be 170% of the cost to put on a future show. This is to ensure that if we have a major loss one year (primarily due to bad weather) there would still be enough funds to run a subsequent show.

The full accounts from the 2023 show have now been handed over to the Vyner Park Charity treasurer.

Notes:

\*This issue was a result of a previously unknown maximum takings limit set on the Sumup account being exceeded – which then prevented any further card payments. This will be addressed before the next show.

\*\*This figure includes the bouncy castle hire fee of £1950 although this has not yet been paid as we are still waiting for an invoice.

6.	<p>Pavilion access out of hours.</p> <p>Andrew is pulling together a register of key holders.</p> <p>To restrict the number of people who have access to the pavilion alarm code, it was proposed that the alarm sensor in the male changing room be disabled, and that any group wishing to use the pavilion toilets outside of Nelson's opening hours would be given access to the male changing room/toilets through the new outside door. The door to the atrium from the male changing rooms would remain locked and alarmed. The baker who supplies Nelson's would also use this access.</p> <p>This proposal was agreed and would be implemented once additional copies of the internal male changing room door keys were obtained. Once implemented, the current alarm code would be changed.</p>	
7.	<p>Bowling green shrubbery clearance and moss clearance</p> <p>See above in matter arising</p>	
8.	<p>Completion of playground digger</p> <p>Agreed to buy grass seed at the last meeting and this to go down in March.</p> <p>Proposal to buy a couple of tons of topsoil from Blweitts to complete the work was agreed.</p>	Andy F
9.	<p>Protection of Pavillion hallway on match days</p> <p>Saturday 17th there were problems with the amount of mud brought into the pavilion as a result of the very poor state of the pitch.</p> <p>Proposal to buy a clear plastic runner to protect the carpet was agreed.</p>	Andy F
10.	<p>Green sweeper hut doors</p> <p>Delamination of the plywood has occurred and the hut needs new doors. The proposal to purchase 2 sheets</p>	Andy F, Andrew H

	of marine ply, new hinges, plus paint at a cost of £300 was agreed.	
11.	<p>Playground safety checks</p> <p>Agreed that Rob S will undertake a weekly check and document accordingly once he has had a handover from Greg.</p>	Rob S
12.	<p>Making more use of Vyner Park facebook page</p> <p>It was agreed that the Vyner Park Facebook page should be used more to publicise what is going on such as maintenance, volunteer work etc.</p> <p>Agreed to cancel Podium as the website was dropped off the server accidentally. The minutes and agendas of the VP committee will go on a separate page of the PC website. A sentence or two / note will need to be compiled to explain the relationship between VP and the PC</p>	Steve W and David F
13	<p>AOB</p> <p>Improvement of paths</p> <p>A few years ago an attempt was made to repair some of the damaged paths in the park. This repair took the form of clearing away soil/grass encroachment and replacing the top layer of Whindust. Unfortunately, heavy rainfall washed away most of the replaced dust - this is due in part to the clay soil which does not absorb rainfall very easily. It was then decided to investigate the feasibility of replacing the path surface with a layer of tarmac. One option that was investigated would utilise volunteer help under the guidance of Nigel Carr who would hire the necessary hotbox and roller. Under further examination, this proved to be too difficult to manage using volunteer help. A second option would be to have the paths professionally re-surfaced. A 'ball park' estimate to re-surface 450m of pathway without edging would be around £20,000. This figure is well outside the financial ability of the charity at this time.</p> <p>Only through grant applications could this solution be taken forward.</p> <p>It was agreed that a range of options will be investigated, grant options explored and brought to the next meeting.</p> <p>There are drainage issues at the bottom of the loop that also need to be addressed.</p> <p>Post on Swarland Residents to see if anyone has</p>	<p>Liz S and Rob S</p> <p>Andrew and Andy</p>

	council paving stones to redo the Fox bench.	
14.	Date and time of next meeting Thursday 11th April 2024 5pm	

Vyner Park Charity Secretary: Liz Simpson [lizkitson@hotmail.com](mailto:lizkitson@hotmail.com) 07817 135 932