

Charity Registration No: 1163835

**Minutes of the Annual Meeting of the Vyner Park Charity
Management Committee**

Tuesday 9th July 2024, 5pm, Nelson's, Vyner Park.

	Agenda Item	Action
1.	<p>Attendance: Steve Woolfrey (Chair), Andy Ferguson (Vice Chair), Andrew Hastie, Alison Cowan, Karen Howard-Rowe, John Richardson, Rob Simpson, Greg Anderson, Lynne Fahy</p> <p>Apologies: Alison Cowen</p>	
2.	<p>Election of Chair and Vice Chair</p> <p>Nomination of Chair - Andy Ferguson nominated Steve Woolfrey, seconded by Andrew Hastie.</p> <p>Nomination of Vice Chair - Rob Simpson nominated Andy Ferguson, seconded by Steve Woolfrey.</p> <p>Nomination of Treasurer - Steve Woolfrey nominated Brian Fergie, seconded by Andy Ferguson.</p> <p>Nomination of Secretary - Steve Woolfrey nominated Liz Simpson, seconded by Andy Ferguson.</p>	
3.	<p>Election of Community Members</p> <p>Steve nominated the community members, Andrew Hastie, Alison Cowan, John Richardson, seconded by Andy Ferguson.</p> <p>Members nominated by the PC were as follows: Steve Woolfrey, Rob Simpson and Karen Howard-Rowe</p>	

4.	Chair's report 2023/24 Steve Woolfrey (Chair) presented the annual annual report and there were no questions from the committee.	
5.	Financial Report 2023/24 Brian Fergie presented the year's accounts. The Charity made a surplus of £454.60. The Charity without the Show made a loss of £5K and this was a result of the cancellation of Bonfire night with the fireworks purchased, and the Digger costs coming out of this year's budget and the grant payment in the previous year. The Charity has £16K in the account	
6.	Public Questions No members of the public were present and no questions asked.	

Minutes of the Ordinary Vyner Park Management Committee Meeting, 5pm. Tuesday 9th July 2024, Nelson's, Vyner Park

	Agenda Item	Action
1.	<p>Attendance: Steve Woolfrey (Chair), Andy Ferguson (Vice Chair), Andrew Hastie, Alison Cowan, Karen Howard-Rowe, John Richardson, Rob Simpson, Greg Anderson, Lynne Fahy, Liz Simpson</p> <p>Apologies: Alison Cowen</p>	
2.	<p>Minutes of the meeting 21st May 2024</p> <p>It was noted that the end of project report is for the stove and not the digger.</p>	Liz S to change
3.	<p>Matters arising</p> <p>Playground checks - weekly checks are being done</p> <p>Digger - need to see what ROSPER says about the digger but agreed a sign is needed to say only one person at a time and children need to be supervised at all times.</p> <p>Nelson's asset list</p> <p>Shrubs - some cut back has been done - could do with more work.</p> <p>Bowling green machine - is now being used and improvement has clearly been made.</p> <p>Moss treatment - still to be done, awaiting dry weather.</p>	<p>Gregg or Rob will email Liz with the result of the weekly inspection</p> <p>Andy F to arrange for a sign.</p> <p>Urgent - Lynne to send to Brian.</p> <p>Steve W to get another group together for early August</p> <p>Andy F</p>

	<p>Pavillion key list - got a list of every key and what each one does. Will discuss a way forward at the next meeting.</p> <p>Stove installation - end of project report needs to be sent to NCC asap.</p> <p>When the pavilion was first built, the size of the cable (10mm) that supplied the two strings of 3 x 7kw showers was not adequate and could, if all three showers were in use at the same time, cause the supply wire to overheat. When Winn electrical services replaced the consumer unit, they installed 40amp RCBOs which were the maximum for a 10mm cable – however the RCBO would trip if all three showers were running at the same time. J&D Shepherd have quoted to replace the 2 x 10mm cables with 6 direct supplies to each shower – each shower would have its own RCBO. This would ensure that if a faulty shower cause the RCBO to trip, only one shower would be affected.</p> <p>MUGA boards - Will order and arrange fitting in next few weeks. Needs a good forecast and then Andy will put a call out for volunteer support. £1800 plus nuts and bolts - committee agreed that they are still happy with this spend</p> <p>PC publication scheme feedback - Jan has now put minutes on PC website</p> <p>Allotments - sent email and all responded that they want to keep.</p>	<p>Liz agreed to complete form and send to NCC Brian will send Liz costs and copies of relevant invoices</p> <p>Andy to get a quote</p> <p>Andy F and team</p> <p>Steve, Andy, Liz to survey sites next week.</p>			
4.	<p>Finance</p> <p>Currently £28.5 K in VP bank account</p> <p>£12437 is from Parish Council grant and 2 years VAT refunds.</p> <table border="1" data-bbox="263 1881 981 2004"> <tr> <td>A Ferguson</td> <td>133.50</td> <td>Maintenance</td> </tr> </table>	A Ferguson	133.50	Maintenance	<p>Steve and Brian to meet to discuss 'virtual funds'</p>
A Ferguson	133.50	Maintenance			

	<table border="1"> <tr> <td data-bbox="261 208 501 454">G Anderson</td> <td data-bbox="501 208 665 454">1,635.55</td> <td data-bbox="665 208 981 454">Maintenance - Zipline, Plywood sheets, Platform boards etc</td> </tr> <tr> <td data-bbox="261 454 501 580">A Hastie</td> <td data-bbox="501 454 665 580">32.12</td> <td data-bbox="665 454 981 580">Mower Fuel</td> </tr> <tr> <td data-bbox="261 580 501 748">Aln Fire Protection</td> <td data-bbox="501 580 665 748">87.60</td> <td data-bbox="665 580 981 748">Extinguisher service/test</td> </tr> <tr> <td data-bbox="261 748 501 873">Anglian Water</td> <td data-bbox="501 748 665 873">257.95</td> <td data-bbox="665 748 981 873">Water 1 Mar - 31 May</td> </tr> <tr> <td data-bbox="261 873 501 1005">EDF Energy</td> <td data-bbox="501 873 665 1005">171.19</td> <td data-bbox="665 873 981 1005">Electricity - Last EDF</td> </tr> </table>	G Anderson	1,635.55	Maintenance - Zipline, Plywood sheets, Platform boards etc	A Hastie	32.12	Mower Fuel	Aln Fire Protection	87.60	Extinguisher service/test	Anglian Water	257.95	Water 1 Mar - 31 May	EDF Energy	171.19	Electricity - Last EDF	<p>Greg to send Liz hours/rates</p>
G Anderson	1,635.55	Maintenance - Zipline, Plywood sheets, Platform boards etc															
A Hastie	32.12	Mower Fuel															
Aln Fire Protection	87.60	Extinguisher service/test															
Anglian Water	257.95	Water 1 Mar - 31 May															
EDF Energy	171.19	Electricity - Last EDF															
<table border="1"> <tr> <td data-bbox="261 1137 501 1263">A Hastie</td> <td data-bbox="501 1137 665 1263">30.54</td> <td data-bbox="665 1137 981 1263">Mower Fuel</td> </tr> <tr> <td data-bbox="261 1263 501 1400">E-On Next Ltd</td> <td data-bbox="501 1263 665 1400">495.65</td> <td data-bbox="665 1263 981 1400">Electricity - First E-On Next</td> </tr> </table> <p>The committee agreed and approved the above expenditure in the month.</p>	A Hastie	30.54	Mower Fuel	E-On Next Ltd	495.65	Electricity - First E-On Next	<p>5. Nelson's Update</p> <p>Lyn and Kelly have decided that they do not wish to continue as Directors running Nelsons.</p> <p>This week a meeting was held with Sarah and Linda Hobkinson who have been working in Nelson's over the last year. They have agreed to take over as Directors and are very excited about the prospect.</p>										
A Hastie	30.54	Mower Fuel															
E-On Next Ltd	495.65	Electricity - First E-On Next															

	<p>Lyne and Kelly Plan to step down on 30th Sept 2024 and the new directors will start 1st October 2024.</p> <p>All members of the Committee are in agreement that the licence arrangements will stay generally as they are (details in the minutes of 16th November 2023) and the new directors will be logged with the companies house in due course.</p> <p>The Vyner Park charity management committee would like to thank Lynne and Kelly for growing and successfully managing such a valued and crucial community asset and for securing new Directors to take Nelson's forward.</p>	
<p>6.</p>	<p>Bonfire</p> <p>The Bonfire kick off meeting will be set up next week for those with key roles.</p> <p>It is noted that Steve has given the committee notice that he no longer wishes to lead on this after this year and is looking for a replacement volunteer.</p>	
<p>7.</p>	<p>Paths</p> <p>A resident has contacted Steve and asked whether we can do anything about the paths in the park. Steve explained that it is a matter of cost and has had discussions with the resident about looking for appropriate grant opportunities.</p>	<p>All agreed</p>
<p>8.</p>	<p>AOB</p> <p>War Memorial -</p> <p>Karen Cossey has approached the committee about the location of a war Memorial. Further discussions are needed to agree the location of this.</p> <p>Woodland Trust Trees - Rob has applied for some packs of trees and hedging. It was agreed that we should work with SNAC to identify what packages were most appropriate and where these should go.</p> <p>Grass cutting NCC - only have had 2 this year so far. Andy will monitor and request refund if necessary.</p> <p>ROSPER - waiting for report.</p>	<p>Rob to lead.</p> <p>Andy SNAC and Rob to identify where trees/ hedging could go and identify any additional cost (sleeves/compost)</p> <p>Andy</p>

	Wendy House completed - thanks to Greg The bonfire heap is beginning to look unsightly. Greg to arrange to tidy up.	Greg
9.	Date and time of next Meeting Monday 2nd September 5pm Nelson's	

Liz Simpson Secretary lizkitson@hotmail.com

DRAFT