



Charity Registration No: 1163835

Annual Meeting of the Vyner Park Charity Management Committee to be immediately followed by an ordinary meeting of the Committee

Tuesday 8th July 2025, 5pm, Nelsons, Vyner Park.

DRAFT MINUTES AGM

Agenda Item	Action
1. Apologies: None	
2. Election of Chairman and Vice Chairman Chair: Rob Simpson nominated Steve Woolfrey and this was seconded by Alison Cowen Vice Chair: Rob Simpson was nominated by Steve Woolfrey and seconded Mark Whiteley Both elected unopposed.	
3. Election of Community Members Brian Fergie John Richardson Alison Cowen Andrew Hastie SW suggested re-election and this was agreed unanimously Greg Anderson rejoins the committee as park steward and Liz Simpson as Secretary	
4. Chairman's report 2024/25 SW had circulated his report which all committee members had read. The report was received.	
5. Financial Report 2024/25 All finances have been audited and given a clean report. Income increased in year mostly due to a VAT refund and revenue from fireworks night with the actual fireworks paid for in the previous year.	

<p>Costs at £20,000 were £6,000 lower than previous year due to £7,000 reduction in maintenance costs.</p> <p>Show had a surplus of £1220 for the year after purchases of capital items and donations of £4K.</p> <p>Good surplus on year, with less maintenance.</p> <p>This year a lot of maintenance has already taken place with more to come.</p> <p>The VAT reclaim details have gone to the Parish clerk for the last two years so hopefully this will arrive in this financial year.</p>	
<p>6. Public Questions</p> <p>None AGM closed</p>	

DRAFT MINUTES Ordinary Meeting

Agenda Item	Action
1. Public Questions None	
2. Apologies None	
<p>3. Minutes of the meeting 27th May 2025</p> <p>It was agreed that the minutes were a true and accurate record of the meeting.</p>	
<p>4. Matters arising from the minutes 27th May 2025</p> <p>The Meadow annual mowing:</p> <p>Memorial: the request for comments, through the column and social media, have now been received and considered. It has been suggested that a pragmatic way forward would be to continue to hold the remembrance ceremony in the Square, and to have the names of the fallen on the bricks in the wall which the Heritage society will facilitate. A garden of remembrance will be created in the park and Cllr Trevor Thorn has offered to make a significant contribution to this. It was agreed that Rob would cost up a plan with a diagram and present it to Cllr Thorne.</p> <p>Paths update. The Lottery bid was unsuccessful. The feedback mentioned that the trustees names could not be seen on the website.</p>	<p>Andy to speak to Andy Towers asap.</p> <p>Rob to draft a plan and share with the committee.</p> <p>Liz to thank Julie for her work.</p>

<p>As an interim measure, it was agreed that some remedial drainage work could be undertaken before the Winter. It was agreed that a range of methods could be trialled.</p> <p>Football - SW has spoken with Sam and Phil. They have requested to undertake further work on the pitch and it was agreed they could move the pitch 5 metres east. AC made the point that the pitch is in reasonable condition compared with some. Moving the pitch was agreed on the condition that it must not interfere with the Show. They may wish to put another door in the ladies changing room. There is still a matter of outstanding rent.</p> <p>Playpark: Most of the platforms have been replaced with one still to do in the middle of the main frame next to rope pull.</p> <p>Baby swing refurbishment: Andy Ferguson has put a proposal forward that could save money on the planned £3K. There was a discussion around how the proposed repair could be 'validated' as safe. The Committee agreed to consider Andy's proposal based on advice from RoSPA.</p> <p>Solar panels: It was agreed to move forward with the project. The PC has questioned who would get the benefit of the lower rate of electricity; Vyner Park or Nelsons. After some discussion it was agreed in principle that VP would reconsider the licence arrangements so that both VP and Nelson's could benefit from lower costs. The lease situation with the PC will need to be checked and if there are any legal changes needed the NCEL project should pay for this.</p> <p>Allotments: 3 tenants still have waste that they inherited that needs to be disposed of. Generally there has been a great improvement of the allotments in terms of tidiness. The committee thanked Andrew and Greg for putting up the new gate on the Avenue side of the park. There are 5 ash trees showing signs of die back and the two nearest the car park need to be felled asap. The other 3 need to be monitored over the next couple of years.</p> <p>Bonfire: agreement of dates, agreements of costs. VP usually do the Friday before the Alnwick display. We will do 31st or 7th. tbc Budget: £1300 plus VAT was agreed by the committee.</p>	<p>Andrew to identify the two worst points and work on then initially.</p> <p>SW and BF to chat with Sam and Phil to agree on a way forward.</p> <p>Greg to do urgently.</p> <p>Liz to seek advice from RoSPA</p> <p>All to read the lease.</p> <p>Liz follow up with Jan</p> <p>Liz to get quotes for a skip</p> <p>Andrew to arrange for the two trees to be felled.</p> <p>SW to put note around re date</p>
<p>5. Finance</p> <p>a. Treasurer's update</p>	

L Simpson	19.19	Netball nets
Aln Fire Protection	37.00	Fire extinguishers service
NNVHC	56.00	PAT testing
NNVHC	10	Affiliation
Anglian Water	369.51	March to May
E-On Next Ltd	193.22	Electricity
CPA Horticulture	1,525.00	Bark for Playground
Total Energies	529.53	Electricity

Total 2,739.45

Payments agreed and approved by committee

b. Pavilion and Long Term Plan

Roll over to September meeting

6. Constitution and subsequent update - for discussion

Liz explained that the Vyner Park Management Committee is a committee of the Parish Council formed under section 101 of the Local Government Act 1972. The role of the VP management committee is to administer, as a stand alone arms length entity, on behalf of the PC its functions as the managing trustee of the Charity. The members of the Vyner Park Charity committee although not trustees themselves are subject to the same principles and conduct that trustees need to operate under as set out by the Charity Commission.

It was agreed that conflict of interest should be included as a standing item on the agenda.

It was agreed that a review of all policies should be undertaken in line with the requirements of the Charity Commission.

Liz to work on policies over the next 6 months.

Liz to circulate the constitution and the update.

<p>7. Show update</p> <p>Alison reported that all was going to plan and within the agreed budget of £13K for the annual Swarland and Newton on the Moor Show 30th August 2025.</p>	
<p>8. Proposal from SVH re 'Concert in the Park' - for discussion and decision.</p> <p>It was agreed that Liz and Alison would meet with Linda Oldroyd to discuss.</p>	<p>Liz, Alison, talk with Linda</p>
<p>9. Electrics in the Pavilion - for discussion</p> <p>PAT testing report - all looked ok with the exception of 1 plug.</p> <p>There was a proposal from Linda and Sarah for additional sockets. The committee agreed a budget of £200 to get the work done.</p>	<p>Linda and Sarah get a quote for the work and circulate to all.</p>
<p>10. AOB</p> <ul style="list-style-type: none"> a. Volunteer hours - 67 hours over the last 2 months b. Break ins - there were reports of an attempted break in to Nigel's container next the village hall and some minor damage in the park. Rob has spoken to some people in the park asking them to let us know if they see anything unusual. Agreed to fix a combination lock to one of the bowling green gates and agreed up to £50 for the lock. c. Memorial Garden - see above d. Security system - containers reasonably secure with substantial locks. 	<p>Rob to get lock</p>
<p>11. Date and time of next Meeting</p> <p>19th August 2025</p>	

Liz Simpson vynerpark@gmail.com