

Charity Registration No: 1163835

Vyner Park Charity Management Committee Meeting
Monday, 2nd September 2024, Nelson's.
DRAFT Minutes

	Agenda Item	Action
	<p><i>Public questions from parish residents</i></p> <p><i>Val Walters and Claire Preston in attendance</i></p>	
1.	<p>Attendance and Apologies</p> <p>Steve Woolfrey (Chair), Brian Fergie, Andy Ferguson, Andrew Hastie, Rob Simpson, John Richardson Kelly Dunn, Alison Cowen, Sarah Hobkinson, Linda Hobkinson.</p> <p>Apologies: Karen Howard-Row.</p>	
2.	<p>Minutes of the last meeting 9th July 2024</p> <p>It was agreed that the minutes of the Annual General Meeting were a true and accurate record after adding 'all elected unopposed' to the end of section 2 Election of Chair and Vice Chair.</p> <p>It was agreed that the minutes of the Ordinary Meeting were a true and accurate record</p>	
3.	<p>Matters arising from the last Committee meeting</p> <p>Playground checks with appropriate documentation have not been received. After some discussion it was agreed that Andy F would undertake these weekly and</p>	<p>Andy F to do weekly checks and send confirmation</p>

<p>email the relevant confirmation and documentation to Liz.</p> <p>The RoSPA report identified that the Spinner seat and some Platforms require attention – Greg A agreed to action.</p> <p>In addition it was agreed that a rubber safety material” should be laid to cover the concrete at the base of the Spinner to be actioned immediately.</p> <p>The RoSPA report identified that the Platforms need attention in specific areas.</p> <p>It has been brought to our attention that the Digger can be moved around quite quickly and the bucket could pose a hazard. Although there are already signs to say that children should be supervised at all times, it was agreed that an additional sign is required. The mechanism will also be investigated to see if it can be tightened up.</p> <p>It was agreed that a discussion is needed at the next VP meeting around the playpark and the priorities for repair / replacement.</p> <p>Nelsons asset list has been received</p> <p>The bowling green is looking good after the initial brushing. The moss treatment will be applied at the next dry spell.</p> <p>Wires to showers have been corrected and it is now safe for the three Showers to be used simultaneously.</p> <p>MUGA boards - a temporary solution has been put in place but the rest of the work may need to be put off until next year.</p> <p>Netball Val and Claire explained that the netball posts have been damaged and now at the point where they need replacing. It was agreed that Val should research prices and come back to Liz S.</p> <p>Val and Claire also mentioned the patch in the MUGA where the tarmac is damaged explaining that it is at a crucial spot for the goal shooters and causing a trip</p>	<p>with appropriate documentation to Liz S.</p> <p>Greg to get a quote for rubber matting type material and install with immediate effect. Greg to repair by the end of the month.</p> <p>Gregg agreed to action immediately as material available. SGW will request provide additional help if required</p> <p>Andy to try tightening mechanism to make turning more difficult effectively slowing it down</p> <p>Liz S to put on agenda for next meeting</p> <p>No action</p> <p>Andy</p> <p>Val to get prices and send to Liz.</p> <p>Rob to fix the hole with tarmac repair.</p>
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	<p>hazard. It was agreed that this should be repaired asap.</p> <p>Discussion on need for overall leader for 2025 Bonfire night to go on the agenda for the next meeting.</p> <p>War memorial Karen Cossey on behalf of the Club and the Heritage Group originally approached Rob about the possibility of a War Memorial located in Vyner Park. Funds have been raised by the Club and are being added to by the Swarland Calendar sales. It was originally thought the memorial might go in the Square but subsequently most agree VP is a better location. Rob has spoken with Vera and she is happy to go with the majority.. The Committee agreed that the location next to the tennis court is the most appropriate place and also agreed that George Nicolson's donation of £1000 should go towards this. It was agreed that the location and basic plan provide by Andy was acceptable to the Charity</p> <p>Netball key - access to the pavilion for the netball players was discussed. It was agreed that they will have access to toilets and showers using the back access as soon as the alarm sensor is removed from the male changing room.</p>	<p>Liz S</p> <p>Andy agreed to lead for the community, ideally getting into operation by November this year. Andy to ensure that all parties are in agreement for Vyner to lead and take Forward.</p> <p>Andy to remove alarm sensor.</p>															
4.	<p>Treasurer's Report</p> <p>Bank balance £28,400 still to pay for Shepherds cabling and flood lights £3,000. Change of electricity account gone well.</p> <table border="0" data-bbox="284 1529 970 2033"> <tr> <td>Fife Plant Hire</td> <td>114.00</td> <td>Sand for digger pit</td> </tr> <tr> <td>Caretech Systems Ltd</td> <td>49.00</td> <td>Pyronix cloud (alarm monitoring)</td> </tr> <tr> <td>Playsafe Ltd (ROSPA)</td> <td>141.60</td> <td>Safety checks on Playground</td> </tr> <tr> <td>E-On Next Ltd</td> <td>686.57</td> <td>Electricity</td> </tr> <tr> <td>N C C</td> <td>180.00</td> <td>Premises alcohol licence</td> </tr> </table>	Fife Plant Hire	114.00	Sand for digger pit	Caretech Systems Ltd	49.00	Pyronix cloud (alarm monitoring)	Playsafe Ltd (ROSPA)	141.60	Safety checks on Playground	E-On Next Ltd	686.57	Electricity	N C C	180.00	Premises alcohol licence	
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	<p>Stobswood and Felton Juniors FC (J Stewart) 175.00 Weed treatment to paths etc</p> <p>NCC 20.00 Lotteries Licence</p> <p>E-On Next Ltd 777.02 Electricity</p> <p>Caretech 231.60 "Intruder & Fire Alarm 285.60 Emergency Lighting PAT test</p> <p>A Hastie 89.00 Fuel/mole catcher</p> <p>Committee agreed and approved the above invoices.</p> <p>Brian reminded members that with the facilities now being over 20 years old and showing their age that significant expenditure will be necessary over the next few years to maintain the standards expected.</p> <p>Steve and Brian will need to meet to scope out expenditure for next year's budget setting with the Parish Council. Draft VP budget to be created by Brian and Andy and circulated to Committee and then to PC</p>	
5.	<p>RoSPA Report for consideration and action</p> <p>See items on playpark in matter arising</p>	
6.	<p>Electric charge point</p> <p>Agreed that this is not viable as is usually a profit making exercise for the supplier.</p>	
7.	<p>Pavilion key list</p> <p>It had previously been agreed that for safety and security reasons, a list of key holders needed to be created and was largely completed.</p> <p>It was agreed, however, that the locks to the front door will be changed when Nelson's directors change, keys will be numbered and controls in place in line with the security new policy.</p>	Andy /Alison

8.	Exposed concrete in playground See actions in matter arising	
9.	A.O.B. The committee agreed with the Show Committee recommendation that a new container (costing circa £2,000) would ease storage problems and be a useful addition – to be located between the existing containers with funds of up to £2000 taken from Show account. for a new container and for this to be located in between the existing ones. Liz to confirm the process for the Charity Commission return	Liz S
10.	Date and time of next meeting Monday 21st October 2024 5pm Nelson's	

Vyner Park Charity Secretary: Liz Simpson vynerpark@gmail.com