



Charity Registration No: 1163835

**Minutes of the Vyner Park Charity Management Committee Meeting
5pm Monday 14th April 2025 Nelson's**

Agenda Item	Action
<p>1. Attendance and Apologies: Attendance: Steve Woolfrey (Chair), Brian Fergie, Rob Simpson, Mark Whiteley, Greg Anderson, Alison Cowen, John Richardson, Andrew Hastie, Linda Hopkinson, Sarah Hopkinson. Apologies: None</p>	
<p>2. Minutes of the previous meeting 3rd March 2025 It was agreed that the minutes were a true and accurate record of the meeting. Andy Ferguson has resigned from the Committee. The Committee would like to thank Andy for the significant effort put into the Charity over the last few years.</p>	
<p>3. Matters arising from the previous meeting Rubber crumbs - these need to be purchased and placed around specific play equipment. Solar Panels - the survey has been undertaken and a report will be produced in the next couple of weeks by NCEL. Nelson's 7 day opening - It was confirmed that the licence enables Nelson's to operate over 7 days. At this point the 7 day opening is only intended for the Summer period. In the Autumn, there will be a review when Nelson's accounts are produced and the rent increment will be due as outlined in the agreed schedule. Memorial - there was an update of the financial position and clarification on where the various sums of funds raised were located. After some discussion it was agreed that Mark would put a request to the Parish Council to add to the agenda for the next meeting and decided on the location of the memorial</p>	<p>Greg to confirm when this is done.</p> <p>Mark to put a request in to Jan to include on the agenda for a decision to be made at the next PC meeting.</p>
<p>4. Paths Update - Review of footpath proposal - Julie Peacock</p>	<p>Liz to inform Julie</p>

<p>Julie outlined the three quotes that have been obtained and the pros and cons of these. Julie also explained that the window for starting the bid writing process does not open until 2nd April 2025. There was discussion around whether we needed to upgrade the paths or not, on each quote, identification/validation of need and consultation with the community.</p> <p>The Committee agreed that the NSL quote seemed the most appropriate and for Julie to report back to the Committee at the next meeting on what needs to be done for the application.</p>	
<p>5. SNAC update - interpretation board for meadow</p> <p>Decision on contribution needed. The committee had previously agreed for a information board to be situated by the wild flower meadow as a result of the Wildlife trust survey and report undertaken last year. SNAC had requested a contribution to this. After some discussion it was agreed to fund £175.</p>	<p>Rob to inform SNAC</p>
<p>6. Tennis Coaching - formalise agreement</p> <p>A request to use the Tennis courts came through Andy in February. A trial was agreed for February half term. As more sessions were being advertised for Easter and Saturdays the Committee agreed that this needed a more formal arrangement. As this is a commercial venture we agreed to charge £10 per hour for both courts. This will be reviewed in six months. Subject to review. It was agreed that Liz would contact ACE to take forward.</p>	<p>Liz to contact Grant at ACE Tennis coaching</p>
<p>7. Football - Review of littering issues and operation generally</p> <p>Agreed that Steve W would speak with the people responsible to ensure litter is dealt with accordingly.</p> <p>Charges from Football Team need to be clarified. Football nets need to be moved from the games cupboard to the changing rooms.</p>	<p>Steve to speak with Sam</p>
<p>8. Finance</p> <p>a. Treasurer's Report</p> <p>Reported that the 24-25 accounts are complete subject to some tidying up of some late transactions on the Show bank account.</p> <p>The accounts for the VPC activity show a surplus of £10,001 for the year.</p> <p>Income at £30,000 (2024 - £20,000) was boosted by a VAT refund of £5,800, fireworks revenue of £2,600 and increased utility payments from Nelson's (this matching an increase in utility costs).</p>	

<p>Costs at £20,000 (2024 - £26,000) were lower as a result of reduced maintenance costs (£10,000 compared to £17,000 in 2024). The previous year incurring high costs due to work on the pavilion and the purchase and installation of new play equipment.</p> <p>The Show account currently has a surplus of £1,200 for the year after the purchase of a new container and some other equipment and community donations. This will increase to circa £1,700 as a result of some early receipts for 2025.</p> <p>Since the last meeting the following payments have been made</p> <p>17.03.25 Anglian Water £215.51 Water 2 Dec - 28 Feb</p> <p>19.03.25 E-On Next Ltd £774.37 Electricity</p> <p>24.03.25 Info Comm Office £47.00 ICO Registration</p> <p>27.03.25 G Anderson £443.89 Maintenance materials</p> <p>27.03.25 G Anderson £902.00 Park Steward Fees (2022/23)</p> <p>The above spending was agreed and approved by the committee.</p> <p>b. Pavilion and Park long term maintenance plan.</p> <p>Need to produce a plan for the future so we can cost a plan and look at how to prioritise over the next few years.</p>	<p>Send all ideas to Brian within one week.</p>
<p>9. Play Park</p> <p>a. Inspection log</p> <p>All issues identified on the log have been attended to with the exception of the baby swing. Rob offered to undertake the playpark checks going forward.</p> <p>b. Baby swing refurbishment - Renewal of bark -</p> <p>Committee agreed that both the swing and the bark need to be actioned in the next few days.</p> <p>c. Purchase and installation of MUGA boards</p> <p>All agreed that this is the time to start work on fitting the MUGA boards. This work and associated costs have already been agreed previously. Once we have a delivery time for the panels the work can be planned from then. Steve will put a call out for volunteers.</p> <p>John Richardson offered to loan a generator to power tools.</p>	<p>Greg to get a price for the new installation and send around to the committee in the next few days.</p> <p>Steve to put out a call for volunteers for installation of new panels once purchase agreed.</p> <p>Noted</p>

<p>Alison to put out a call to donate wood stain for the fence around the play park.</p> <p>Gate has been fixed at the north end of the park. Another post/gate needs to be fixed in place to replace the kissing gate.</p>	<p>Alison to do a social media post.</p> <p>Greg and Andrew to fit</p>
<p>10. Volunteer hours</p> <p>27 this month</p>	
<p>11. AOB</p> <p>Fire extinguishers need testing</p> <p>PAT testing need to be undertaken</p> <p>Renew of small lotteries licence</p> <p>Electric bikes issue - have received signs banning bikes, need to display</p> <p>Allotment rents - Liz to email all tenants with demand for payments</p>	<p>Alison to arrange.</p> <p>Alison to get quotes</p> <p>Liz to arrange</p> <p>Rob to put signs up</p> <p>Liz to email tenants</p>
<p>12. Date and time of next meeting Tuesday 27th May 2025 5pm</p>	

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