

Charity Registration No: 1163835

**Vyner Park Charity
Management Committee Meeting 18th January 2024, 5pm Nelson's
Minutes**

	Agenda Item	Action
1	<p>Attendance and Apologies</p> <p>Attendance: Andy Ferguson (Chair), Steve Woolfrey, Brian Fergie, John Richardson, Andrew Hastie, Rob Simpson, Alison Cowan, Lynn Fahy, Kelly Dunn</p> <p>Apologies: Karen Howard-Rowe, Greg Anderson.</p> <p>It was agreed that Andy F would chair to provide continuity with Steve being away for the next meeting.</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 with one change. The wording under item 4 on tenancy type to be changed to may rather than would in relation to leased areas in the pavilion.</p>	
3	<p>Matters arising from previous meeting,</p> <p>Play digger complete with a total spend of £4134. There is some landscaping to be undertaken to finish off in March. Andy F proposed that we purchase fast growing grass seed to sow in March and this was approved for up to £30.</p> <p>Electric circuit test Consumer Unit Replacement Winn Electrical Services completed the upgrade to the pavilion's electrical supply consumer unit. They will issue the compliance certificate in due course.</p> <p>Play wire replacement Greg has obtained a quote of £383 plus vat and £25 delivery. This was approved.</p> <p>Alarm policy.</p>	

<p>Care tech is to give access to instruct Alison C on how to set up the alarm notifications; she will then set up notifications for designated people as per the imminent Alarm/CCTV policy.</p> <p>CCTV - Further work to be done to set up a remote access app on phones and link the alarm and CCTV. Liz S to maintain records of who has access to which apps.</p> <p>As the CCTV in monitoring a public space, the system will have to be registered with the Information Commissioner's Office and a fee will be levied for this (approx. £50). Brian F to investigate and make payment.</p> <p>Asset register. Lynn F send Nelson's asset to Brian F</p> <p>Perpetual calendar – Still under development.</p> <p>Preparation of budget – Grant request was submitted to the PC – now awaiting decision.</p> <p>Bowling Green maintenance Ashington/Morpeth bowling members are very keen to support the maintenance of the green. A member has volunteered to use the green sweeper, contact details were passed to Greg to arrange training.</p> <p>Wet and Forget moss treatment has been purchase – when a suitable dry period is identified then treatment of the green can commence.</p> <p>The overgrown foliage around bowling green is scheduled to be cut back in early Spring. This will need a team of volunteers and a call will go out in March.</p> <p>Sewage status Update on Sewer Flooding from Andy F.</p> <p>On 17th January I received a call from Mr Benn Elsey (Sewer Flooding Operations Manager) who apologised for the lack of communication over the past few months. He confirmed that there was some hydraulic incapacity in the sewer system, however he is not willing to share the actual hydraulic survey report. He stated that these problems were new to him and that he would need to gather further information before looking at what could be done. He also agreed that NWL should have more information regarding just what Percy Wood pumps into the system – i.e. flow rates and times. He will write to me to confirm our discussion in the next few days.</p>	<p>LS</p> <p>LS</p> <p>LF</p> <p>LS speak with Jan re update.</p> <p>Greg</p> <p>Andy</p> <p>Andy</p>
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	<p>As NWL failed to meet their own complaint handling guidelines they have agreed to compensate the charity with a cheque for £140.</p> <p>VP green space Liz Clark is investigating what protection currently exists for Vyner Park. Once this is understood, a decision on making the park a Green Space can be debated.</p>	Liz S to follow up																				
4	<p>Requests from Netball Players</p> <p>Clair Preston attended the meeting on behalf walking netball group and asked the following questions:</p> <p>If the floodlights could be fixed and it was explained that we are looking into this (see item 5 below).</p> <p>If a broom be made available so the court could be swept prior to play. This was agreed.</p> <p>She requested that the football net that had been installed by a member of the public be looked at as it was felt that it would interfere with the netball. (see item 5 below).</p>																					
4	<p>Finance</p> <table data-bbox="300 1675 997 2011"> <tr> <td>EDF Energy</td> <td>448.37</td> </tr> <tr> <td>Winn Electrical</td> <td>300.00</td> </tr> <tr> <td>KNC Services Ltd</td> <td>1,692.00</td> </tr> <tr> <td>Aln Fire Protection</td> <td>56.40</td> </tr> <tr> <td>Grounds Maintenance Specialists</td> <td>114.00</td> </tr> <tr> <td>Wolf Timber</td> <td>630.00</td> </tr> <tr> <td>Fife Plant Hire</td> <td>663.29</td> </tr> <tr> <td>A Ferguson</td> <td>616.07</td> </tr> <tr> <td>EDF Energy</td> <td>470.22</td> </tr> <tr> <td>Anglian Water</td> <td>228.02</td> </tr> </table>	EDF Energy	448.37	Winn Electrical	300.00	KNC Services Ltd	1,692.00	Aln Fire Protection	56.40	Grounds Maintenance Specialists	114.00	Wolf Timber	630.00	Fife Plant Hire	663.29	A Ferguson	616.07	EDF Energy	470.22	Anglian Water	228.02	
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	<p>A Ferguson 77.22 Fife Plant Hire 216.00 Winn Electrical 2,088.00 EDF Energy 460.87</p> <p>The treasurer reported a large amount of spend since the last meeting. This was because of the digger and stove installation, two utility payments and the new consumer unit. All payments were agreed and approved. A sum of £10K has been deposited into a higher interest rate account to maximise funds.</p>	
5	<p>AOB</p> <p><i>Floodlight Replacement</i> Winn Electrical Services have provided a quotation to replace the MUGA floodlights with LED lights. The task includes replacing the actual light units, removing the original electrical controls/transformers etc. Cost £2900 ex VAT. The committee agreed in principle and Alison C agreed to research if there were any grants available that would cover/contribute to the cost.</p> <p><i>Football nets in MUGA.</i> A parent has requested that a substantial football net be left in the MUGA on a permanent basis. Currently it is at the south end of the MUGA under the basketball hoop. After some discussion it was agreed that if it was moved to the north end of the MUGA so that it would not interfere with the basketball, hoop, be adequately secured, and did not interfere with the netball players, then it would be approved. A risk assessment will be undertaken and will be reviewed after a period.</p> <p><i>Energy renewal</i> Andy to get quotes from the energy broker.</p>	<p>Alison C</p> <p>Rob and Andy to contact.</p> <p>Andy F</p>
6	<p>Date and time of Next Meeting Feb 29th 5pm Nelsons.</p>	