

HETHERSETT MEMORIAL P F TRUST

Monday, 25th July 2011

MINUTES

Welcome and Introductions

Those present:-

Simon Floyd, David Chambers, Eileen Mulvaney, Peter Steward, Mel Perkins, Peter Hoult, Rob Reeve, David Diggines (close resident), Nigel Bailey (S Norfolk Neighbourhood Officer), Sergeant Howell, Norfolk Police

Roles and Responsibilities of Trustees

Peter H requested that all trustees and others involved in maintaining the park to forward any holiday dates to him covering the next month so that cover for essential duties/emergencies be in place

The trust now have the password which may be used to access the Charity commission website. Contact details have been updated and a new password will be requested

Antisocial Behaviour – Lighting and Locking

David Diggines produced his updated disturbance log and this was discussed

Mr Wiffen, another close resident has handed in a petition asking for the park lights to be turned off after a certain time. Eileen and Simon will handle this issue at the next parish council meeting on 19th September

Sgt Howell will supply help with regard to setting up a joint police/trustee/parish council responsibility for tackling anti-social behaviour on the park

Nigel and Simon F will investigate potential projects for the park involving young people

Maintenance and Checks / Voluntary Park Keeper Role

Peter H and Rob will take up the responsibility of monitoring park maintenance and upkeep

Rob will check over play equipment weekly and faults if any entered into the database. Peter H will keep this record as an MSAccess file

Peter H will contact and liaise with Kane Matthews with regard to locking the park at night. Kane and the trustees will come to an arrangement regarding recompense

Simon will attempt a draft description_of the park keeper's role

Peter H will contact Mr Diggines to ask if he will be happy to open up the park barrier

Peter S expressed concern over the apron of concrete in front of the pavilion – trustees will need to agree on a course of action to remedy this worsening condition. PH and RR to make a recommendation to the next meeting

Peter H will arrange for signage for the car park in the manner of 'PLEASE NOTE This Car park will be locked at dusk'

Peter H suggested that Mel and Peter S as main pavilion users, liaise with Anne with regard to maintaining janitorial supplies within

Treasurers Report

David C explained the treasurer's report and discussed the balance

We are waiting for Barclay's bank to update the signatories for the account and therefore no cheques were issued to the creditors mentioned in the report. Hopefully this situation will be resolved within a few days

Budget – current income and expenditure

David C laid out the draft budget for 2011/2012 based on 2010/2011 figures

Eileen and Simon will discuss the future precept at the next parish council meeting

Peter H will find out how much the trust is being charged for the emptying of the doggy bins

Future funding – including grants pending

Simon will contact Mr Meakings regarding the written preparations for the Veolia grant

Rob will visit S Norfolk Council HQ on Friday to garner information about the Outdoor Gym Company which is based in Thetford, and are doing a presentation, with a view to putting in our own bid for funding

The trustees would like to thank Woodcote Sheltered Housing for their generous donation of £500 resulting from their fete over the Olympic weekend

Speedway Championships

Mel and David promoted the National Speedway Championship on the park during August bank holiday weekend. The speedway club will organise the event which will involve using a portion of the park for parking of cars.

The trustees will help this major event as much as possible

Tenancy agreements

Simon and Peter H wished to defer the settlement and agreement of the sports club tenancies until proper guidelines drawn up by a playing field solicitor (free of charge) were at hand and fully understood

Olympic Weekend Report

The Olympic weekend event on the park was, in spite of the weather, a resounding success – the trustees hoping that it would be staged on the park again in ensuing years

Future projects and planning [including public involvement and PC green spaces group]

Again, the trustees are keen to involve schools, youth groups, etc., to decide on the type of projects for which to apply for funding

All trustees are keen to see a proper functional 'pavilion'

Peter S suggested that we set up a joint fund-seeking group to push ahead with this project – to include 2 members of HAMSA, 2 members of the HMPFT and 2 from the parish council. These names will need to be agreed on for the next meeting

Schemes to include tree planting, wildflower areas, extra seating, potential park equipment will be discussed next time

SF will draw up a short document outlining a way forward for consulting the public and developing a community owned vision for the park. This will be discussed at the next meeting

AOB

Date of next meeting

Monday 22nd August in the pavilion