

Wootton Park Association - Committee Meeting

Tuesday 22nd September 2015, 7pm at South Wootton Parish Office

MINUTES

1. Present

Mike Narborough, David Price, Diana Gotts, Audrey Steven, Will Border, Wendy Border, Elizabeth Nockolds, Matt Sturgeon, Tracey Cornwell (Treasurer), Rachel Curtis (Minute Secretary)

2. Apologies

Dorothy Pulsford-Harris, Bridget Nurse, John Marshall-Grint, Roy Williamson

Mike Narborough wished it to be recorded that he was unhappy with remarks made by Bridget Nurse following on from her request that the meeting date be moved as she could not attend. Mike made it clear that future meeting dates are set at the previous meeting and those that cannot attend must send their apologies, David Price supported Mike's remarks.

3. Confirmation of last minutes

David Price proposed that the minutes be accepted, this was seconded by Will Border and the committee agreed the minutes of the last meeting held on Tuesday 28th April 2015.

4. Questions from the Public

None

5. Matters Arising

i) Correspondence

None regarding matters arising from the previous minutes.

ii) Treasurers Report

Tracey Cornwell presented the accounts.

The Wootton Park Running Costs Account – from 1st April to 22nd September 2015 the total spend is £5,552.54, being split 63% with SWPC (£3,498.10) and 37% with NWPC (2,054.44).

The Wootton Park Association Account – from 1st February – 10th August the opening balance was £2,446.96, spend in the period £535.16 leaving a closing balance of £1,911.80. Tracey suggested that she would produce the accounts in future in line with the financial year April – March and the committee agreed.

6. Football Club Report and Event Update

Matt Sturgeon reported on the following matters;

- A grant has been approved for the rolling goals, although no confirmation has been received and the goals have not been ordered. The shortfall in the purchase cost of the goals will be met by the WPA, SWPC and NWPC – each contributing a third each.
- The Committee was asked if they would agree to a small concrete pad with a hook being placed in the grass to enable the rolling goals to be secured to when not in use. Will Border and Mike Narborough agreed to meet Matt to agree a suitable position so that it would not hinder grass cutting.
- Positive feedback had been received from the Picnic in the Park event held in June, the accounts are still to be finalised to give a figure of the amount raised. Matt asked if the Committee would give consent to the Park being used for another similar event in the future. The Committee agreed in principle to support another event, however, David Price said that consideration must be given to the date so that it wouldn't clash with other events and also not be too close to the South Wootton Village Fete. Audrey Steven said that residents of Tintern Grove were disturbed by parking and pedestrians and asked that traffic management be given more consideration next time.
- The Committee discussed the timetable of the football club payments for their share of the electricity in the pavilion. Diana Gotts proposed that the football club is charged on a bill by bill basis, which will be quarterly, this was seconded by Will Border and the Committee unanimously agreed.
- Matt asked if it would be possible to organise for the football pitch to be rolled, Rachel Curtis to enquire with CGM.
- Matt has received comments regarding areas of grass near the car park being boggy, he will find out more details of exactly where this is. Mike said that the overhanging trees at the end of the car park are being dealt with.

7. Changes to the Sports Pavilion

Matt explained that the football club feel that the sports pavilion is in need of modernisation with the kitchen area being better placed at the front of the pavilion and refurbishing the existing space. There is a grant available from the Norfolk Community Foundation to part fund the project and the remainder being met by fundraising at the football club from events such as picnic in the park, refreshments for sale on match days and advertising and sponsorship. Diana Gotts proposed and seconded by Will Border and the committee agreed for an architect to draw up plans for this project. Elizabeth Nockolds noted that provision of separate female changing rooms should be considered and may help a grant application be approved.

8. Quotes for clearing dyke along Wootton Strip

Rachel Curtis has obtained 2 quotes for clearing the edge of the dyke from the culvert at Priory Lane to the bike restrictor access onto Wootton Park, and also for the removal of a large tree. Mike will now take this forward and obtain another quote and the committee agreed to decide on the quotes via email to speed up the process of getting the work done before the bad weather sets in.

9. Quotes for additional cuts along Wootton Strip

NWPC has received some complaints via their website regarding the length of grass along Wootton Strip and the tidiness of the play areas. Rachel Curtis provided quotes from the current contractor to;

- i) Mow the playground end of the strip and strim around the obstacles. The committee agreed to this being done 10 times per year.
- ii) Strim around the posts, goal posts and play equipment on the park. The committee agreed to add this to the existing schedule of grass cutting.

10. Any Other Business

i) **Rowing Machine** - Tracey Cornwell presented quotes from companies to replace the rowing machine on the Park, costing £2,000 - £3,000. The cost of removing the equipment by these companies would be several hundred pounds. Diana Gotts proposed and Will Border seconded and the Committee agreed not to replace the rower as it's too expensive and to delegate the decision to Mike Narborough to obtain a cheaper quote to remove the equipment.

ii) **Pond Area** - Diana Gotts reported that planting will take place around the pond area on Thursday 24th September between 10am and 12pm, there will be a Norfolk Wildlife Trust specialist there to assist bedding in 600-700 plants. The project has been going ahead well.

iii) **Event Management Plan** – The model plan approved for use by the Borough Council had been circulated. David Price proposed and Mike Narborough seconded and the Committee agreed for it to be adopted for any future events on the Park.

iv) **Trustees** – A document detailing the role and responsibilities of trustees had been circulated. Trustees at present are – Mike Narborough, Dorothy Pulsford-Harris and Will Border. Tracey Cornwell had been voted as a trustee at a previous meeting that she was not present at and asked to be removed. She will ask Roy Williamson if he would be interested in taking her place.

The meeting closed at 8.10pm.

Date of next meeting – Tuesday 26th January 2016 at 7pm at South Wootton Parish Office

Annual General Meeting – Tuesday 26th April 2016 at 7pm at South Wootton Parish Office

