



## Victoria Park Action Group – Minutes

**Monday 6<sup>th</sup> August 2007 8.00-9.30pm, Windmill Hill City Farm**

**Present:** Hannah Caswell, Becky Wright, Jo Holt, Jo Trendall, Helen Crockford, Finbar Cullen, Darren Evans, Cynthia Goldstein, Alf Havvock, Roger White, Derek Adams, Felicia Jenkins, VL Cornish

**Distribution:** Vicki Abel, Richard Fletcher, Ariaaf Hussain, John Knowlson, Heather Pollard, Gary Ratcliffe, Oliver Roberts, Peter Wilkinson, Susan Wooding, Geoff Davis

ITEM	DISCUSSION	ACTION TO BE TAKEN & BY WHOM	DEADLINE
1.0	<u>Previous Minutes</u> Reviewed and agreed		
2.0	<u>Lodge</u>  Minutes distributed from meeting on the 24 <sup>th</sup>  Follow on from meeting – John to provide alternative quote for lodge costs Pro-help also likely to help with structural survey – Andrew is waiting for feedback Charitable status still to be arranged (help documents should be available on the Charity Commission website)  Plans required for follow on action if/when lottery funding available Business plan is required. Some volunteers have approached Jo – can be followed up.  Meeting to be held on 22 <sup>nd</sup> August at the city farm		
3.0	<u>Fun Day- 15<sup>th</sup> September</u>  Flyers printed and distributed  Allocation of tasks being arranged by Darren. Overall more assistance is needed – planning of infrastructure aspects in particular. Please contact Darren if you know of anyone else that can help.  Contact details are needed for the football arranger from last year if someone in the group can help  Jo to provide laminate signs from last year		

	<p>Jo and Helen to make bunting</p> <p>Badge making needs to be booked – Helen has scrap store card</p> <p>Alf to get a cup for one of the competitions</p> <p>Jo to arrange floats – Derek to manage these on the day</p> <p>One or possible more spaces are available on the holistic area – please contact Derek if interested.</p> <p>It was thought that permission not required from the council as covered by existing permission – Alf to confirm.</p> <p>Health &amp; Safety consideration needed – site plan needed as well as steps to the stage. Alf/Finbar to find out what is needed in terms of H&amp;S review and contact on the day</p>		
4.0	<p><b><u>Arts trail - 17<sup>th</sup> and 18<sup>th</sup> November</u></b></p> <p>Street party to be held by the Shakespeare</p> <p>Borrow of marquee requested and accepted by the group - deposit requested to cover possible damage.</p> <p>[Previous minutes say that we will charge a £100 deposit and insist the tent is returned dry, with all components. Alf(?) to do a laminated list of all the bits.]</p> <p>Asked that the marquee be taken down overnight</p> <p>See <a href="http://www.artonthehill.org.uk">www.artonthehill.org.uk</a> for more info; enquiries by email to <a href="mailto:info@artonthehill.org.uk">info@artonthehill.org.uk</a></p>		
5.0	<p><b><u>Play Equipment</u></b></p> <p>Cynthia requested help from the group for further work on additional play equipment for the park.</p> <p>2 people working on this at present and more help needed</p>		
6.0	<p><b><u>Park Consultation</u></b></p> <p>Ongoing at council – started 2 weeks ago</p> <p>Alf to investigate further info and forward information to the group</p>		
7.0	<p><b><u>Bench Repairs</u></b></p> <p>Ongoing work – more wood recently prepared and varnished. One more bench ready to be refurbished</p>		

<b>8.0</b>	<b><u>Funding</u></b> Jo asked that people run any costs past the exec and do a check on available funds before incurring costs		
<b>9.0</b>	<b><u>Park Maintenance</u></b> There are plans for new bins at the skate park – status to be updated		