

Chairman
Cllr. Joe Plant



Secretary
Miss L Wilkins

Treasurer
Mrs C. Moore

www.pannettpark.co.uk



Minutes of the meeting of the Friends of Pannett Park (including Little Park) Management committee, 6th October 2010 2 pm in the Normanby Room

Present - Chris Bourne(SBC), Joe Plant, Owen Moore, Carol Moore, Linda Wilkins, Chris Roe, Kath Horsley, Linda Simms, Joy Huish, Mike Ward, Gill Wood, Keith Wright, Marie Harland

41 Apologies -

Heather Coughlan, Susan Davies

42 Minutes of the Management Committee meeting 1st September 2010

The minutes were agreed correct

43 HLF Budget update

Chris Bourne, SBC reported to the meeting -

Six months ago the project was almost complete but no grant money had been drawn down from HLF. This should have been done every three months. Approximately one million pounds was laid out by SBC. HLF need invoices allocated to headings and many of these were missing. Finance department staff at SBC worked hard to find them. At the end of the summer invoices were submitted to HLF and a payment of £950,000 was made to SBC.

The capital works are complete except for defects and the allocated money is spent. An overspend on some areas was balanced by an underspend on others. The money allocated for professional fees, TGP is spent.

There is still money to spend on soft works, Community Garden, signage, interpretation, training, events and activities and link marketing.

The contingency fund is largely in tact except for the money for the extension of Robert Everiss' contract. A list of other items for the contingency fund needed for approval by HLF - to include rumble strips for the drive, sun dial, capstan, two seats, time line stone. Also investigate possibility of an improved water supply. Need quote from Yorkshire Water.

Non cash contributions, volunteer hours were a long way short of those required for the £19,000 in the bid. Only gardening hours had been claimed previously and when all other volunteer hours were included they were well over those required.

Overall the project is in very good shape.

Hellens are working on the defects. Money could be withheld if necessary.

It is essential that all invoices go to SBC, Manor Road, with a budget heading. Keep Copies for the record

44 Matters arising from the minutes

1. Selling postcards - Whitby Museum are not able to sell Pannett Park postcards at the museum desk. To pursue this, we should be working together
St Mary's Church, Abbey House, TIC
Could sell at events. On sale in cafe.
2. Education pack - a letter welcoming school groups to the park will be included in any packs sent out by the museum.
All local schools received an invitation to the park & visit with Chris Roe.
Egton School visited last week. School groups are being invited to name the crocodile.
Work sheets needed for school groups - work on these during the winter
3. Community Garden - Rebecca Jackson at SBC is working on the agreement.
Launch at January open meeting. Need permission to remove two trees.
May be able to replant an oak tree. Phil Yardley is due to visit for the annual walk round so this can be discussed.
Important to involve wheelchair users at the planning stage.
4. Halloween event - can claim money for this from HLF, events.
Fancy dress, carved pumpkins, bat hunt, Dracula, skeleton quiz, soup recipe, Halloween food in museum cafe, Town Mayor. Prizes, sweets.
Publicity - posters, schools, Gazette
5. Christmas event - tree donated by Lord Normanby - to collect
6. Need to re-build the tree pit.
All agreed Chris Roe would perform the official switch on of the lights.
Raffle - prizes
Pam Hopper could provide some refreshments - HLF funding.
Invite Lord Normanby & family
Could also decorate the tree on the sweep

45 Treasurer's report

Carol Moore reported -

The gazebo has been ordered thanks to two donations.

An application has been made, for £350, to the Mayoress' fund.

The Elliss family, great nephew of Captain Kirby, have donated £200 for lilies for the Lily Pool. These have been ordered for spring delivery.

46 Area Parks Manager Report

Chris Roe reported -

Apprentice - Garry Spreadbury has now started and is registered for an NVQ

Yorkshire in Bloom results - overall Whitby achieved a silver gilt. The summer judging, including the park was gold. The Friends were awarded the Chair's Shield at the awards evening. Whitby in Bloom have been invited to represent Yorkshire in Britain in Bloom 2011.

The Friends of Pannett Park agreed to offer 100% support to Whitby in Bloom.

Floral clock - thanks to Owen Moore for cleaning the clock.

Sundial - agreed to invite John Godbold to come up with a design, and quote.

Time line - waiting for costing, to come out of contingency fund

Plaque for gate - need price

Commemorative Garden - The British Legion and Churches Together are planning a Remembrance Service in the commemorative Garden on 11th November.

The arches need replacing with solid timber as in the original specification, not laminated. This is in hand.

The tramp has not been seen in the park for about 5 weeks.

The police say the man who sunbathes in the park in an exhibitionist manner is not technically breaking the law. To discuss with Barry Graham, Safer communities.

Spring bedding will go in during the next two weeks.

47 Matters arising from Open Meeting, 22nd September

Minutes - agreed should be posted on website subject to confirmation

Rose beds will be reviewed. Some standards to be included and the weakest beds to be re-planted. Discuss with volunteer gardeners on Tuesday mornings

Rose beds outside the main entrance - Whitby in Bloom would like to see this, with some height.

48 Joint Marketing Group

Linda Wilkins reported -

Colin Pyrah, Whitby Museum, suggested banners at the park entrances. The Friends agreed they would not want to see this.

Marcus Byron is coming to a meeting in early November to discuss designs for leaflets and posters.

There is money in the HLF budget for joint marketing for next year. Agreed the park should have an entry in the Whitby Guide. Also consider bedroom browser and distribution agency. Contact Janet Deacon, SBC

49 Visit by Friends of Rectory Park

A letter of thanks from the Friends of Rectory Park in Houghton le Spring was read out and a cheque for £200 to purchase lilies for the pool was handed over. They had found the visit very useful and suggested a return visit by the Friends of Pannett Park.

50 Events Plan 2011

Suggestion of about four fixed events each year in the calendar. Possibly one for each Season, plant sales, cookery. Possibly a Pannett Day - July. More ideas for next meeting.

51 Friends social events

Christmas dinner - Indian meal - Whitby Tandoori - 8th, 2nd, 7th December - 7.30

Dutch bulb fields - investigate

52 AOB

1. Memorials need recording on website - Peter Turner, Eddie Birch

2. The Play Area has been nominated for a Tourism Award (by a visitor). Brain Bennett has offered to complete the forms in relation to this.

3. Gill Wood reported on the website statistics and the increasing number of contacts, some relating to Whitby Museum.

4. Chris Davies, TGP, emailed his thanks for the DVD produced by Ron Wood. There was a vote of thanks from the Friends of Pannett Park for all the work Ron has put in with videos and on the website.
5. Mike Ward asked if consideration be given to NOT replacing damaged acoustic equipment in the play area. Feedback has not been received from the noise survey last year.

Date of next meetings - Wednesdays 3rd November, 1st December in the Normanby Room



Whitby Town Council