

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 July 2011 2 pm in the Normanby Room

Present - Joe Plant, Owen Moore, Carol Moore, Linda Wilkins, Joy Huish, Chris Roe. Roger Burnett, Sheila Johnson, Chris Bourne (SBC).

1 Apologies -

Heather Coughlan, Susan Davies, Kath Horsley, Linda Sims, Marie Harland.

2 Minutes of the Management Committee meeting 1st June 2011

The minutes were agreed correct, to be put on the website .

3 Matters arising from the minutes

a) Water boiler purchased

b) Jurassic Garden interpretation board - Marcus has the order & is working on it.

c) Jurassic Garden leaflet re-print - agreed to get 10,000 leaflets. 3 quotes received.

Jet Print, Whitby - £1133, Marcus Byron - £940, Adverset - £756. Marcus is happy with the quality of work of all of these. Decision to use Adverset. From advertising budget. To contact Marcus & Adverset Order to Adverset
N & S Marine Park visit went well.

4 Treasurer's report

Carol Moore reported -

We should have the £500 from WTC next week.

£15 donation from St John Ambulance Association, for visit to park.

Weeders purchased as requested by volunteers.

HLF money for Easter event has been processed & should have been received.

To follow up

Dean's voucher to be used towards purchase of good quality garden shears

5. FPP Budget

It was agreed that the treasurer could agree to Friends spending up to £50 on routine items such as stationery without needing full Management committee approval at a meeting.

Treasurer to check with Chair if uncertain.

All agreed donations to other organisations from the Friends funds is not possible.

Chris Bourne said this would be totally unacceptable. Money has been given specifically to the Friends for their use.

Chris Bourne reported on the ten year revenue budget.

The HLF budget was £97,000 and of this £72,456 remains. This has been drawn down & is held by SBC. The Friends may request spending from the budget to Chris Roe. Steve Reynolds will have the final say. It is recommended that the HLF budget is a regular, quarterly, item on the agenda. HLF require a final report at the end of the year. It has been divided equally between the remaining year, £4,870 pa, not tailing off year by year as originally planned. This is divided between the four headings -

Training - £1,670 pa

Advertising - £1,950 pa

Events & Activities - £750 pa

Interpretation & Education - £500 pa

However this year has money rolled over so is greater -

Training - £2,650

Advertising - £4,300

Events & Activities - £1,150

Interpretation & Education - £9,000

Need to check the Audience Development & Training Plans - agenda for next meeting

Should consider spending items with a long life span which will generate income

6. Contingency spend

South Seas Garden - agreed

Blue Cedar bed - agreed

Additional planting is being considered.

An old email from Robert Everiss to Nick Rochford has clarified some spending

About £60,000 of the contingency fund remains.

Chris Bourne needs requests for spending as soon as possible as all spending must be complete before the end of the year. September /October at the latest for requests.

7. Kebble Homes funding

No decision yet - suggested sponsoring the two half moon beds @ £800 each.

Photo opportunity to photograph the park from a vacant flat - Ron Wood.

Kebble have sent us some interesting photographs of the clock in the snow.

8. Area Park Officer's Report

Chris Roe reported -

The Green Flag result is due at the end of July.

Wild flower planting - decision not to put signs.

Community Garden - all now planted.

The water storage tank under the car park needs connections for the hose.

Decision taken for the Friends to purchase a hose reel trolley, all agreed.

A Treasure Trail company have been in contact with a view to using the park.

Unanimous decision not to be involved with them.

The apprentice has almost completed his NVQ.

Difficulties recruiting an apprentice for next year.

Graffiti policy to remove within 24 hours - photographed first for police information.

KW & GS are being trained to use graffiti removing equipment.

Dispute between architect & contractors over shake in path near Commemorative Garden.

Hellens should replace the brickwork in the octagon by Friday.

Ponding in the car park remains a problem.

It is now four months after the 12 month defect period and many problems are not resolved. Hellens have been given until Friday to complete.

9. AGM 2011
Minutes agreed to go on website subject to confirmation.
Water for birds - there are stones in the lily pool where birds can easily access water.
September Open Meeting - Wednesday 28th September, 6.30, Art Gallery
Speaker - invite Naturalists & if not available Deb Gillanders (Maoris)

10. Yorkshire in Bloom
The judge is Richard Hibbert & judging is 13th July, 10 to 12.
Portfolio - thanks (& a beautiful orchid) to LW. It was a team effort, there was lots of help. Portfolio & Anne Dennier's book in today's post.
Page on Bloom Website - kept up to date

Britain in Bloom judging is on 10th August, 8.30 am. The tour will end at the park and a reception. It was agreed to use HLF Audience Development budget to support Whitby in Bloom as the park is central to the bid in the Nationals.
All agreed to offer £150 towards the reception.

11. Notice boards & Banners
To order two banners from Robert Lammerton
"Pannett Park - Event Today" + logo. Cost approx. £60 each.
Discuss display board purchase at next meeting.

12. PA system & Gazebo
"Rules" for lending these were agreed.
It was decided that the PA system and gazebo should only be used under supervision of a Friend.
Requests should be to the secretary in writing as far in advance of the event as possible.
Requests will be considered from other organisations but not private individuals.
The PA system is for use only in the park.
Requests for use of the gazebo in the park are relatively straightforward.
There are transport considerations if the gazebo is used outside the park & there may be a cost implication.
Each request will be considered on its own merit.
Would expect a donation to FPP for use.
Notes have been sent to WTC relating to improvements on Armed Forces Day Service.

13. Website
Suggestions for changes to the website included adding the Museum Cafe, a gardening tips section & managing the Memorial section. Suggest a meeting of the website subcommittee to report back. Also invite Ron Wood to the next MC meeting.
Agreed Gill Wood should copy in/inform Carol Moore of any responses to emails relating to "Contact us"
The Park Keeper's blog is really good and very personal.

14. Gardeners' Question Time.
Agreed we should investigate the possibility of hosting Radio 4 Gardeners Question Time
Is the Art Gallery big enough?
Request to WTC.

15. Events in the Park

- a) Pannett Day - 23rd July - notes from planning group circulated
- b) Group visits - 13th July, 2 pm - Parkinson's support group
- c) Photography competition - Gazette publicity
- d) Yorkshire Regiment - 19th July
11.15 from Church Street, to end at the park
2.15 bussed out
PA system needed
- e) Halloween - 11 to 3
Christmas - 6.30 - invite West Cliff School choir

16. Friends social events

- Train ride - OM - 11 so far
- Food - to be decided

17. AOB

SJ offered to check all tourism websites with information about Pannett Park are accurate.

Date of next meetings - Wednesday 3rd August 2011 in the Normanby Room
2011 - 1st Wednesday of every month



Whitby Town Council