

Chairman  
Cllr. Joe Plant



Secretary  
Miss L Wilkins

Treasurer  
Mrs C. Moore

[www.pannettpark.co.uk](http://www.pannettpark.co.uk)



Minutes of the meeting of the Friends of Pannett Park (including Little Park) Management committee, 7<sup>th</sup> September 2011 10 am in the Normanby Room

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

Joe Plant thanked everyone for their efforts over the summer & in particular Chris for leading them. The teamwork developed should remain after the events & there have been useful learning experiences.

1 Apologies - Heather Coughlan, Susan Davies, Marie Harland, Kath Horsley, Linda Sims, Roger Burnett, Chris Bourne.  
Email to be sent to WTC clarifying their representation at meetings.  
Chris Roe meets John Dickinson regularly.

2 Minutes of the Management Committee meeting 3<sup>rd</sup> August 2011  
The minutes were agreed correct, to be put on the website.

3 Matters arising from the minutes

- a) Jurassic Garden interpretation board - CR to contact Marcus Byron
- b) Kebble Homes have signed an agreement for £500 + VAT to sponsor the half moons.  
A sign has been erected & the money is in the SBC general pot.
- c) Gazebo - was not needed by the Naturalists.
- d) Websites on which Pannett Park features - SJ is working on updating these.
- e) Water lilies have now been replaced & a refund of £120 received.
- f) Comments book is now in use with some very positive comments.
- g) Display boards - CR has permission to order them
- h) ID badges - CR to investigate prices.
- i) Euonymous replacement - Friends to purchase in the autumn
- j) Correction to June minutes - Open meeting 25<sup>th</sup> April (not June)

4 Communication

A letter was sent to WTC on 10<sup>th</sup> August asking that Susan Davies be considered for the Freedom of Whitby, in recognition for her work for Whitby in Bloom.

A card was sent to Pam Dobson wishing her a speedy recovery after her accident.

Letters received from WTC & Yorkshire Regiment thanking the Friends for their contribution to the Yorkshire Regiment march.

Thanks were expressed to Kath Horsley for providing Pannett Park cards when needed.

5 Treasurer's report

Carol Moore reported -  
£90 profit on lolly pick & book sale at the Town & Country Fair.  
Unsold books given to charity shops.  
£120 refund received for water lilies.  
£368 to come from HLF for Pannett Day.  
RHS re-joined for next 18 months, £44.  
Balance - £2,900.  
Thanks were expressed to Carol Moore for all her work.

6 Contingency spend

Chris Roe reported -  
£47,725 has been approved by HLF.  
£23,923 has been requested for rose beds, herbaceous border, Harry Eatough bed & crocus swathe.  
Remaining items are awaiting quotes or procurement  
Also investigating brown signs with Highways.  
There is a leak in an old water pipe which supplied the cottage. It may be possible to create a water supply for the bottom of the park when this is repaired.  
It will not be possible to have Christmas lights on the main drive as the lamp posts are not strong enough.  
Contingency fund should be finalised at next meeting.

7 Area Park Officer's Report

Chris Roe reported -  
Procurement - for items less than £5,000 SBC need to be asked first if they can supply them. If not we can choose where we purchase. For items between £5,000 & £10,000 we need 3 quotes.  
Spending of HLF money for events organised by the Friends - CR must decide what is appropriate & make the claim.  
Green Flag feedback - most of the negative comments related to the management plan, which is in the process of being up-dated. It will be circulated to the Friends when complete. The comments are guidelines only & do not have to be actioned.  
Voting in the peoples' choice park is going well, 47 so far.  
The brickwork in the octagon is not satisfactory - Hellens have been contacted.  
WCC has been contacted about students undertaking survey work.  
Replacement seat at Lily Pool is with the insurers.  
Request for the formal bedding to be symmetrical in future.  
The fountain is not working because of a faulty water temperature sensor.  
The apprentice finishes on 18<sup>th</sup> September. Ways to keep him are being explored.  
WCC, NYCC& SBC have been contacted over recruiting a new apprentice.  
All agreed to contribute £50 from Friend's funds to a leaving gift for Garry, as thanks for all the extra time he has given to the park. In addition volunteers will make contributions, to be collected by Keith.

8. Audience Development Plan & Training Plan

Training for volunteers - Chris roe suggested that volunteers be consulted about possible topics for a series of 5 or 6 Saturday morning practical courses. Gill Wood agreed to coordinate this.  
Also need to investigate first aid & event planning training.

9. Volunteer Hours

Up to the end of July over 10,000 volunteer hours had been recorded.

10 Yorkshire in Bloom & Britain in Bloom

Results on 20<sup>th</sup> September in Harrogate - Joe will text Gill who will ensure all volunteers are informed.

Celebration planned - Passage to India - Friday 14<sup>th</sup> October, 7 pm.

11. Website

Proposals from the website sub group have been circulated to the Management Committee & discussed. Ron Wood to contact Jack Barber.

Chris Roe will look after the gardening tips section.

Dates of meeting to be on website.

12. Advertising

Whitby Guide - agreed to use this again & to ensure events are included.

Christmas cards - it would not be cost effective to buy a small number of park cards.

Pannett Park leaflet - to discuss at next meeting.

Whitby Advertiser featured an excellent article about Pannett Park in the September edition.

13 Events in the Park

a) Open Meeting - it has been necessary to change the date of the Autumn Open meeting as the Whitby in Bloom presentation evening was also arranged for 28<sup>th</sup> September. The new date for FPP Open meeting is Wednesday 19<sup>th</sup> October, 6.30 pm in the Art Gallery. Whitby Naturalists to be contacted to ask if they can do a talk. They suggest wild flowers as a topic.

b) Photography competition has had lots of publicity.

John Freeman could present the prizes at Halloween.

c) Town & Country Fair - 4<sup>th</sup> September - Very successful event.

Thanks to CR for gazebo transport. Thanks to everyone for their help.

Email sent to Rotary thanking them for inviting us to take part.

d) Diabetes event - meeting with CR 9<sup>th</sup> September

e) Halloween - request to hold event sent to Chris Roe.

Initial suggestions presented to meeting - a very similar event to last year's.

Ideas to be circulated with invitation to planning meeting 10 am, 14<sup>th</sup> October.

f) Gardener's Question Time - reply from WTC agreeing in principal to using the Art Gallery.

g) Christmas - West Cliff school choir booked. Victoria Farm reindeer not available.

Letter sent to Lord Normanby inviting him to turn on the lights & also requesting a tree. Request to hold event sent to Chris Roe.

h) Odd Socks Theatre Company, Julius Caesar - discuss at next meeting.

14. Friends social events

Train ride - this went really well & 21 people enjoyed a trip on the NYM Railway from Grosmont to Pickering with a buffet lunch. Thanks to Owen Moore.

Christmas dinner - Monday 12<sup>th</sup> December.

16. AOB

1. Investigate purchase of a tin of "Park blue" touch up paint & do regular checks.

2. Litter bin for museum entrance area - to discuss at next meeting.

3. Invite GW & RB to next MC meeting.

4. CRB are due soon - to investigate new regulations.
5. Setting up horticultural sub group - discuss at next meeting.

Date of next meetings - Wednesday 5<sup>th</sup> October 2011 in the Normanby Room  
2011 - 1<sup>st</sup> Wednesday of every month



Whitby Town Council