

CLENCHWARTON PARK AREA REGENERATION

Minutes of the Working Party Meeting held on

Monday 3rd April 2023 7pm

Online Zoom Meeting

Present: Chair Cllr Rob Lucas (RL), Bryan Coates (BC), Caroline Coates (CC), Julie Hallifax (JH), Steve Fox (SF), Craig Wilson (CW), Tracy Wilson (TW), Gillian Piggott (GP) & Justin Turner (JT) – Clenchwarton Football Club

Agenda Items

- 1. Apologies for absence:**
Jemma Curtis
- 2. To receive declarations of interest in items on the agenda and application for dispensation:**
None received.
- 3. To agree minutes from the meeting held on Monday 27th February 2023:**
Approved with no amendments.
- 4. To receive an update on the formation of a Charitable Incorporated Organisation:**
RL reported that he has created a Charity Summary documents that states the charity's aims, describes Clenchwarton, states what our future projects are and what we have achieved to date. The CIO application form is nearly complete and will be submitted to the Charity Commission this week.

TW, CW and GP have agreed to be trustees and have/will have an Enhanced DBS check. It was agreed that all trustees will have an Enhanced DBS check and volunteers will have a standard DBS check.

RL, JH, BC and CC have received their DBS checks. SF, TW & CW have not yet received their DBS checks. JH has received the invoice from the Borough Council and it was agreed that trustees will pay the £15 checking service fee for their DBS check.
- 5. To resolve a bank account for the Charitable Incorporated Organisation:**
TW has agreed to be the CIO's Treasurer. She will investigate a suitable bank account provider and report back to CPAR. TW will also investigate if the CIO can claim Gift Aid. RL requested that we avoid high street banks and Unity Trust Bank (CPC bank account provider). GP recommend avoiding Silicon Valley and Credit Suisse.
- 6. To receive a funding update:**

CC will create a list of funding pots including the name of the funding organisation, when the funding is available and how much funding can be applied for. Potential funding grants can be found at www.grantsonline.org.uk.

Funding opportunities:

- Community Infrastructure Levy available from 1st July – 1st August 2023
- Tesco Community Grants (blue token) awards up to £1,500
- Morrisons Foundation has grants of up to £5,000 and £25,000
- Grants to Boost Recycling awards up to £25,000
- Anglian Water Positive Difference awards up to £500,000 – charity only?
- Norfolk Community Foundation – Healthy Young Minds Fund has grants of up to £25,000

Fundraising events suggestions:

- Bingo & Raffle Night
- Picnic in the Park
- Quiz Night with Fish & Chips

JH and TW will investigate the hire costs of the Methodist Chapel, St Margaret's Church and the Memorial Hall to hold a Bingo & Raffle Night in May/June 2023. CW volunteered to be the Bingo caller and dress up if required. We can hire the PTA's bingo machine and RL has a PA system. JH has bingo and raffle tickets.

CC will post on social media asking parishioners what activities they would like at the Picnic in the Park – bingo, car boot etc.

7. To discuss and agree signage for the play area:

CC will get three quotes for three play area signs to present at the CPC meeting on the 6th April if possible. The play area signs will have the following instructions:

- No Motorised Vehicles
- No Dogs Beyond This Point (except Guide Dogs)
- Please Use Bins Provided
- Say No To Strangers
- No Ball Games
- No Riding Bikes

8. To discuss the Picnic in the Park 2023:

The event will run from 2 pm – 5 pm as last year. We will have food vendors, stall traders, music, face painting, football and bowl's activities and inflatables. Food vendors will be charged 10% of their takings.

Vendors and traders are required to provide valid Public Liability Insurance and Food Hygiene certificates.

FSM children can be given a food voucher and inflatable voucher – to be arranged via the Clenchwarton Primary School. Funding grants are available from the CPC and the Councillor Community Grant Scheme to fund this.

Clenchwarton Football Club will hold a penalty shootout. CC will contact the Clenchwarton Bowls Club and ask if they would like to hold a taster/activity.

Live music can be set up in a gazebo in the Jubilee Garden. CW will contact bands he knows and ask if they could perform for 30/45 mins for free of charge.

JH will contact the school's PTA and ask if they would like to have a stall.

Last year's Picnic in the Park raised £270 for CPAR.

9. Any other business:

- a) CW proposed that as CPAR volunteers are maintaining the Jubilee Garden that we ask the CPC for permission to use the parish's ride-on mower and gardening equipment. As CW was previously the groundman, he would be the designated person permitted to use the ride-on mower and any dangerous equipment. This proposal was agreed.
- b) SF reported that Neighbourhood Watch bank accounts currently holds £1,548 for CPAR. He will contact Ray Thornalley for his donation of funds for a picnic table in the Jubilee Garden at the next CPC meeting.

10. Date for the next meeting:

Tuesday 9th May 2023 7 pm (Picnic in the Park only)

Monday 22nd May 2023 7 pm