**Wootton Park Association Meeting**

**7.00pm - Tuesday 22nd January 2019, South Wootton Parish Council Office**

**MINUTES**

**1. Present:** Will Border, Diana Gotts, David Price, Tracey Cornwell, Roy Williamson, Wendy Border, John Marshall-Grint, Sarah Crome, Cllr Elizabeth NockoldsIn attendance: Mrs R Curtis (Clerk)

**2. Apologies –** Bridget Nurse

**3. To approve the minutes of the last meeting – 27th November 2018**

These were agreed and signed by the Chairman.

**4. Matters Arising -** None

**5. Questions from the Public -** None

**6. Correspondence**

- Charted Surveyors Sinclair Dalby have written to propose placing a telephone mast on Wootton Park close to the Pavilion. Will brought plans of the site to review. David Price said that the planning committee from South Wootton Parish Council had already met and support the plans. Wootton Park have submitted initial comments to outline concern that the mast would be very near to the residential housing of Bede Close and Cranmer Ave and sited directly next to a recreation pavilion where children and adults use the facilities regularly and the height of the mast would be unsightly for residents who use the Park. However, there is also some concern that the base of the structure will restrict access to the Park. It was agreed to go back to the Sinclair Dalby and get clarification of the exact position and size of the footprint of the base.

**7. Finance**

The WPA account balance is £10,090.90, this includes the easement money from NW and SW PC’s which totals £7,333.32. There is a cheque for subs from the football club expected also.

Expenditure on the Wootton Park Running Costs Account is £9,048.14, against a budget of £12,500. Items of expenditure to note since the last report – legionella report and fire extinguisher service, annual play equipment inspection and report, increase in materials and repairs due to vandalism. It was noted that the budget for 2019/20 has been decreased slightly to £12,335.

**8. Football Club Report**

Will attended their last meeting and the new committee are aware that a representative should attend WPA meetings and are currently looking for a volunteer to do this. Grant funding from the MARS Community Fund has been approved to carry out further work in the kitchen. The committee are happy for this work to go ahead.

**9. 200 Club**

The Club currently has 115 members. The following draws took place at this meeting and the winners as follows;

For December;

1st Prize, £46.00 – Mr K Nurse

2nd Prize, £34.50 – Mr P Harris

3rd Prize, £23.00 – Mrs P Hipkin

For January;

1st Prize, £46.00 – Mr W Border

2nd Prize, £34.50 – Mrs S Crome

3rd Prize, £23.00 – Mrs L Beales

**10. Pavilion and Park**

*Lighting and CCTV -*  Will presented the work he had done to find out if lighting columns could be put on the park. This would involve UK Power Networks to install Feeder Pillars, then lights would take their power from there. Initial cost would be £1,500 per lamp post and then cost for cables and feeder installation, 3 lights could go along the cycle path and 2 on South Wootton Strip and 2 on the North Wootton Strip. The need for lighting was discussed, and if putting up lights would help crime prevention. As the cost of the project could total around £18,000 it was agreed to put on hold due to other priorities and being cost prohibitive.

*Feedback from Crime Prevention Officer –* The recommendations were as follows and discussed;

* Remove the canopy from the Pavilion to reduce the risk of climbing on it to access the roof – it was decided that this wasn’t an issue.
* Give the kids a teen shelter to congregate in – this was not something the committee wished to pursue.
* Rule setting signage, eg no climbing, no loitering – it was agreed that there is already signage on the Park and it was doubtful whether more signage would be effective.
* Add a roof alarm to the Pavilion – anti vandal paint has been applied to the roof.
* Consider CCTV and white lighting in certain areas – Will is in the process of getting a quote to illuminate the children’s play area as this is a part of the Park which has suffered much vandalism recently.

*Discuss Annual Play Area Report –* 90% of the findings are low risk/very low risk. It was proposed by Roy and seconded by Sarah that Paul from Jet Reach is to be given a list of items that can be rectified easily to work through, all agreed.

*Quote for Hedge Cutting on South Wootton Strip –* Roy proposed that the quote for £1,195 plus VAT to cut the hedge back be accepted, this was seconded by Diana and all agreed. It was noted that this needs to be done before the bird nesting season starts.

*Lighting in the Pavilion –* The quote for this has not been received yet.

**11. Community Pay Back**

Work is being carried out on the 1st Sunday in every month, Will is going to ask for their availably on a weekday to carry out some painting at the Pavilion, this is unable to be done at weekends due to the Football Club use.

**12. Green Gym/Time Credits**

Not active in Winter , at present there are 20 members and credits are being given to volunteers who are opening and closing the car park gates. Will said there are around 100 time credits in stock, and the committee agreed to purchase another 375 as per last year.

**13. Specific Requests for Tree Pruning on the Park**

Wendy said the trees are very low around the children’s play area, Will to look at the cost of raising the crowns.

**14. Fundraising Events**

Picnic in the Park was planned for 1st June 2019, however Will said this would not go ahead this year due to lack of support from volunteers.

**15. Any other business**

*West Norfolk Wins* – 1 new member has joined bringing the total now to 3.

*New committee members from South Wootton* – David said that they have yet to find a volunteer.

*Wootton Park GDPR –* Rachel presented the policies for approval which she had worked on with Tracey. The committee agreed to adopt and Rachel and Tracey to put on their PC websites, Will thanked them for their work on this.

**16. Date of Next Meetings**

Tuesday 26th March 2019, including the AGM

28th May, 23rd July, 24th Sept, 26th Nov

There being no other business the meeting closed at 8.10pm

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