**Wootton Park Association Annual General Meeting**

**7.00pm - Thursday 20th April 2023,   
held at North Wootton Village Hall**

**MINUTES**

**Present:** Will Border (Chair), Wendy Border, Diana Gotts, Roy Williamson, John Marshall-Grint, Bridget Nurse, Claire Harper, Moira Kirby, Simon Wells  
Minute taking: Mrs R Curtis (Clerk)

**1. To elect a Chairman and Vice Chairman and to confirm the positions of Treasurer and Secretary**

Chair – Will Border – Proposed by Bridget Nurse, Seconded by Diana Gotts and unanimously agreed.

Vice-Chair – Diana Gotts – Proposed by Will Border, Seconded by Simon Wells and unanimously agreed.

Treasurer – Tracey Cornwell – Proposed by Claire Harper, Seconded by Diana Gotts and unanimously agreed.

Secretary – Rachel Curtis – Proposed by Will Border, Seconded by Roy Williamson and unanimously agreed.

**2. Chairpersons Report**

Will read out the following;  
This year has been a good year in the Park, we have achieved another big project, which has been on the to do list for some time, to replacement the old infants play area.  This has been a great success and has been very well used.   This was made possible by a grant of £48,000 and the shortfall being paid by both North and South Wootton Parish Councils, grants from Nick Daubney, Wootton Park 200 Club, North Wootton Village Hall and Tesco token appeal. We have just one more part to do and that is the edging, the wood has been kindly donated by Timber Services and £1000 grant from Cllr Middleton.  The new play area was opened by Mayor, Lesley Banfield, and goodie bags given out from Wellstead play equipment.   Cinderella attending too!

The old cycle restrictors have been removed and wooden bollards with defectors have replaced them.

We have had a number of trees that have fallen down due to the wind, we have planted new ones in both North and South Wootton gaps as well as the park, these are doing well with the help of plenty of water over the dryer period, my thanks to Nolan and Stella Mills, John Merry for watering them.

We have redone the 200 Club advertising with new posters, banners and leaflets, we have delivered some of these and over the coming months will deliver more to all over North and South Wootton, this will make it easier to join the club.

Picnic on the Park - to celebrate the Queens Platinum Jubilee was a great success last year,  we will be doing it again this year to celebrate the Kings Coronation on Saturday 10th June, a little later than the coronation but the weather is better in June for an outside event, fingers crossed.

Next year the priority is flooding on the park, we have seen an unprecedented amount of rainfall and flooding seems to be getting worse, we have asked a drainage expert to do a report on  the flooding so we can address this issue, this is yet to be received.

The wildflower strips on the North and South Wootton Gaps always look so good, we plan to do this each year with the help of volunteers throughout the year.

I am pleased to report that the club finances are as solid as they were last year. The breakdown for the rest of the accounts will be covered at greater length in the treasures report. My thanks go to Tracey for holding the roll as treasurer and keeping an eye on the expenditure on Wootton Park.

I would lastly like to extend my thanks to everyone on this committee for their continued support and encouragement. I look forward to another year on the park and hope that the weather this summer is as good as it was last summer.

**3. Treasurers Report**

In Tracey’s absence Will read out the following;

Wootton Park Finances remain solid, we opened the years accounts with £1,809.53 in the account and we end it with £2,400.95. We have been lucky enough to receive three grants, one from the Norfolk Community Foundation for £200 and two from the BCKLWN totalling £1300.00. The Woottons Football Club have paid Subs and their share of the utility costs totalling £1,788.52.

Maintenance carried out on the pavilion has been general routine work. Cleaning and housekeeping is the responsibility of the Football Club. I would like to express our thanks to the Football Club for the way they have looked after and improved the pavilion. All safety checks have been carried out on the Emergency Lighting/Fire and Intruder Alarms. PAT Testing is complete. We may need to spend some money on the Fuse Box to update this, a recent check has been carried out and we are waiting for a full report. This expenditure will come from the Parish Council’s as part of the running costs and not from the Wootton Park account. We have managed to keep the utilities on a good contract so although the cost has gone up, I believe it is still manageable for everyone.

With regards to the Wootton Park Running costs (paid for both North and South Wootton Parish Councils), this year we came in slightly under budget with a total spend of £10,444.27 against a budget of £13,030, although some Tree Surgery work which we were waiting for a bill arrived after Year end and a bill will roll over for the Play Equipment Inspections. Looking at the Grass Cutting Contract for South Wootton, and the increases that have come since our last contract period, I think we may have underestimated the budget figure for Grass/Hedge Maintenance, but we will see.

The Wootton Park 200 Club has 126 members, since the flyers went out, we have managed to secure 9 new members, although there seems to be a long delay from the bank once the Standing Order Mandates are sent. None of the new member contributions have come through yet. We started the year with £3,061.55 in the account and we end the year with £1,837.10. A contribution to the renovation of the small children’s play area was made of £2,000. This year saw the change in the allocation of prize money. We now have a first prize winner of £40 and four other prizes of £20, hopefully this will help to spread the word with more prize winners telling their friends and family.

The Wootton Park Association is thankful for the continuing support of North and South Wootton Parish Councils and the Woottons Football Club.

All of the Accounts are now with the Internal Auditor for inspection.

**4. Football Club Report**

Will read out the following from Neil Gotsell.

Evening all, just a report from the club since the last meeting.

I’m pleased to say that the parking is a lot better in recent weeks as the message continues to be spread about parking with locals in mind.

The season is drawing to an end with one of our side competing in a cup final with many of the other teams reaching and surpassing our development plan forecast.

We would like to thank Will in his efforts for finding a cure for the ‘swimming pool’ outside of the clubhouse and on the adults pitch, we put down just over a tonne of sand to help soak up the worst part on the main pitch. This has definitely helped, we will continue to brush it to help with the grass’ growth through the sand.

We have a few dates upcoming of notice, firstly Saturday 13th May  we are holding our club presentation day/evening at the park. We have hired a marquee and plan to park the cars to the left of the mound –should weather not permit grass parking we will divert these to the car parks available.

July 15th & 16th  we are hosting our summer tournament and so far have nearly 90 teams booked in, parking for this will be once again on the school grounds. Despite it being a football festival we will have inflatables and food stalls both days which we have noticed non football locals coming over to enjoy which is brilliant, as these days entertainment are open to everyone.

The club has purchased a boot cleaning brush which will be installed at the front of the clubhouse, again this can be used by dog walkers alike.

**5. To approve the minutes of the last meeting – 27th February 2023   
-** These were agreed and signed by the Chairman.

**6. Matters Arising**

In memory of Alan Blake his family would like to donate money towards the cost of a new bench to be put on the Park. Will has spoken with the family and is in the process of finding a suitable bench with a plaque inscription.

Wendy has put the signs up in the Park to encourage dog owners to pick up after their pets.

**7. Public Participation -** None

**8. Correspondence**

Although the parking situation on match days in Cranmer Ave has improved, there are still issues on some occasions and a resident wrote in to bring this to the Committees attention. There was some discussion on potentially marking out parking bays on the car park. Suggestions included slim sleepers dug in to the ground or concrete edging or ‘L’ shaped corner markings were discussed. Further work needs to be done on this, and estimates of cost considered, but it is thought that if work is done it would maximise parking in the car park and alleviate the problem of overspill parking on Cranmer Ave and All Saints Drive.

**9. Finance**

At year end - expenditure on the Wootton Park Running Costs account is £10,444, against the annual budget of £13,030. - The Wootton Park Account balance is £2,400. - The 200 Club balance is £1,837.

**10. 200 Club**

Draw taken on 123 members. Winners are;

|  |  |
| --- | --- |
| *For March*  1st Prize, £40.00 – M Malik  2nd Prize, £320.00 – M Nurse  3rd Prize, £20.00 – G Collison  4th Prize, £20.00 – J Brice  5th Prize, £20.00 – A Walder | *For April*  1st Prize, £40.00 – H Parry  2nd Prize, £20.00 – G Skipper  3rd Prize, £20.00 – J Thompson  4th Prize, £20.00 – D Price  5th Prize, £20.00 – J Marshall-Grint |

**11. Pavilion and Park**

*- Flooding* – To try and address the instances of flooding on the Park, Will has contacted a drainage contractor to survey the area. Initial findings so far show that the level of the dyke has risen over the years due to silt and debris build up. This may need digging out to allow more water to flow through. The next stage is for a GPS survey to be completed looking at the levels of the entire Park and from this a plan of action can be made. The Committee are happy for the rest of the work to be carried out and agreed that CIL funding would be sought to cover the costs of any work undertaken.

*- Play Equipment* – some repairs need to be done to the skate ramp as there is a pothole forming. There is also a piece of the metal side plate missing and the committee are aware of this.

The swing seat has been delivered and will be replaced asap.

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

- Two oak trees have been pruned since Christmas and one tree is left to deal with from the tree report.

- The tree which fell in the recent wind has left a gap on the edge of the Park and further investigation has found that the 2 trees near to it are rotten and potentially dangerous. The Committee agreed for these to be removed and ornamental cherry trees to be put in their place later in the year.

**13. Any other business**

- The wildflower strips will no longer be planted and attended to by South Wotton In Bloom. The Committee were disappointed and Will said he would contact the new Chairperson to have a chat and see if they can give any advice as to how some Park volunteers could take it over.

- Will proposed that a notice board be purchased to go on the Pavilion. This would enable events and information to be posted and thought to be a good asset to the Park. This was seconded by Simon Wells and unanimously agreed – the cost will be around £1,200 - £1,400.

- Some volunteers have taken leaflets to promote the 200 Club to deliver in South Wootton.

- Plans are being made for the Picnic in the Park event on 10th June.

**16. Date of Next Meeting –** Thursday 22nd June 2023

There being no other business the meeting closed at 8.20pm.

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