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| Team | Friends of Somersall Park Committee |
| Title | 2nd Meeting of the Friends of Somersall Park Committee |

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| Meeting Organiser | Rebecca Robinson |
| Meeting Subject | 2 nd FOSP committee Meeting |
| Date | 19 th October 2014 |
| Location | Community Fire Station, Chesterfield. |
| Attendees | Rebecca Robinson, Kathryn Shemwell, ,Allissa Charlesworth, Katie Spelman, Emma Coupe, Clare Ashton, Esther Botham, Lucy McManus, Laura Saxton Apologies – Paula Simons, Steph Rowbottom, Vanessa Gregory, Suzanne Kirkland-Wells |

1. Introduction

New members to committee introduced Lucy McManus, Emma Coupe, Clare Ashton, Laura Saxton and Esther Botham.

2. Formalisation of group

Bank Account

The Bank account is now finalised and the treasurer has received the bank account details. This means that we are in a position to start applying for grants and funding.

Action –Kathryn to forward Bank account details to Cllr Keith Morgan regarding start up grant.

3. Raising of group profile

S40 Local Magazine

Action – Katie to contact S40 regarding the Lantern Parade and Tree Planting Coverage.

Website Development

Domain name has been purchased for 2 years and a logo designed for the Friends of Somersall Park, the website is also in the process of being built.

Lib Dem Newsletter

FOSP will be included in the next newsletter

MP/Parish Council

Lucy suggested it would be a good idea to make contact with Toby Perkins MP for Chesterfield to help raise the group profile, the group agreed this would be beneficial to FOSP . Lucy also suggested the local Parish council may wish to be involved and she is happy to contact them to make them aware of FOSP

Action - Lucy to contact Toby Perkins and Parish Council

4. Community Involvement

Somersall Rangers

Allissa has made contact with Somersall Rangers after they shared the poster for the Lantern Parade on Facebook and stated an interest in attending. They are keen to come along dressed in kit to take part in the Lantern Parade

Rotary

It was discussed if the Rotary would be interested in helping raise awareness,

Action –Esther to contact Rotary Member to find out further info

5. Events

Derbyshire Wildlife Trust

Allissa spoke with the trust again and it was agreed that due to time of year no planting could take place so Allissa will meet with the Wildlife Trust in the spring to discuss Wildflower planting

National Tree Planting Week 29th November -7th December

Will Thornhill has advised that due to amount of Bulbs/ Trees being planted it may not be feasible to have 3 schools in attendance to assist with planting. The group suggested that this be limited to Westfield school Eco Committee and possibly the head boy and girl from Brookfield if they are available

Will has advised the trees will have tree protectors and that he thinks the signage would be a good idea.

Rebecca suggested that a more permanent plaque to commemorate the tree planting would be a nice addition, it was discussed that due to cost of this, laminate signs could be placed as a temporary measure and these changed to permanent plaques when funding allows.

Action - Rebecca to ask Vanessa Gregory to contact Brookfield to see if Head Boy and Girl are available to attend tree planting
Action - Katie to investigate wooden mounts for laminate signs

St Thomas' Christmas tree Festival

Allissa will provide the tree for the festival but needs volunteers to help put up/take down the tree
The theme for the tree will be red and gold and we are asking the FOSP Members to each decorate a bauble to put on the tree.
During the event there will be two interactive elements, we will ask visitors to the festival to write their wish for the park on a leaf and attach to the tree also there will be a box for a short survey of things users believe to be a priority for the park.

Action - Allissa to update Facebook regarding Christmas tree festival and ask members to make baubles

Christmas Lantern Parade and Festive Sing-song

Council Permission

We have been advised that we need to formally request permission from the council for the Parade.

First Aid

We have had a quote from St John's Ambulance for First Aid Cover for the Event this would be £52 for two first aiders based on attendance of 400 people, it was decided this was not a viable course of action as we are unsure how many people will attend the event, we will investigate the possibility of using other qualified First Aiders.

Generator and Lights

We have had a quote from HSS for lights and a generator for £80 if we collect from the hire centre.

Christmas tree

Allissa has spoken to B&Q and they have very kindly agreed to lend us an outdoor Christmas tree for the evening

Food /Beverages

We are advising people to bring flasks if they want a hot drink and also are asking people to bake mince pies or cakes to bring and share.

Local Residents Awareness

It was discussed that we need to make local residents aware of the event so the group will make contact.

Promotion

Allissa has had a quote from the Print centre for £40 to print 100 A5 leaflets. The group discussed getting alternate quotes from copy and print.

FOSP also discussed the best way to promote the event through schools, leaflets to local schools seemed to be the best idea but this will depend on cost of printing.

Specsavers have very kindly agreed to help with printing costs towards the fliers/posters.

Action – Rebecca submitting permission form from the council.
Action – Committee Meeting to be held Tues 18th November to discuss the lantern parade
Action -Esther – Check if we can borrow Tables, buckets and gazebos
Action – Esther –Check with Air Cadet Staff for First Aiders
Action – Louise and Kathryn to contact local Residents
Action – Lucy and Allissa to obtain alternate quotes
Action – Katie to check number of Beavers/Cubs attending

6. Prioritisation

Following the Friends meeting on the 19th October the following aspects are listed in order of the votes received on the evening, this is a rough working guide and not a formal action plan.

Play Area

John Ramsey has met this week with four play equipment contractors and briefed them on a design for the park. He has asked them to design a park area for 0-7yr olds and an area for 8-13yr olds. The combined target cost is £80,000. There will be further cost involved in the removal and re-turfing of the existing play area.

The idea is to locate the new park on the opposite side of the river and bids will be received by mid-November. Following this John Ramsey will arrange a meeting with FOSP to discuss.

The group discussed the necessary public consultation that needs to take place and that we have made a start on this by contacting Westfield School, The Rose and Crown Meetings and the Facebook page.

Action - Rebecca will contact John Ramsey regarding consultation timings and Clare will speak to a consultation officer for advice.

Littering

The last litter pick was very successful and thanks to all who attended. Sadly less than an hour after the litter pick took place someone had dropped crisp wrappers and cans by the youth shelter. Although this is disheartening the group decided that monthly litter picks will be beneficial and hopefully if we can encourage people to collect litter as they are passing through the park then this will greatly ease the litter situation.

Another Litter Pick will take place in November and the group also discussed that a litter pick will be necessary the morning after the Lantern Parade, this will be discussed at the Lantern Parade planning meeting.

Action – Emma Coupe to co-ordinate November litter pick Saturday 15th November 10am

ASB including Youth Shelter

As promised the community police have increased patrols of the park and contacted local residents.

The broken light next to youth shelter has been reported to the council

Allissa has contacted local artist Pete Barber who has quoted £900 for a project to work with local teenagers to repaint the youth shelter. He advised after the initial cost maintenance of the design could cost a further £300 annually. Unfortunately although this is a great idea, the group currently does not have funds to progress further.

B&Q have offered to donate paint to renovate the shelter but the group would need to see if any group members have experience in painting/preparing metal surfaces. Also permission would need to be obtained from the council.

Action - Rebecca to contact John Ramsey regarding the permission to paint the youth shelter

Toilets

No action is currently being taken to improve the toilets as it is unfeasible for FOSP to actually clean the toilets but this is included in the master plan and is an area we can focus on after the renovation of the park.

Drainage of Paths

The main route through the park is a greenway and is part of another scheme which will take place when funding becomes available; this is separate to the Somersall Park Master Plan.

Dog Fouling

The group will make contact with the local dog wardens to request increased signage and patrols

Action – Clare will contact the Dog Warden

Events

The group discussed that Events if properly organised are important for raising the group profile locally

Additional Seating

It was discussed there is not enough seating on the East Side of the park and more seating needs to be included generally, again improvement to this situation with heavily rely on receiving funding.

Overgrown Vegetation

There is a large quantity of Himalayan balsam in the park which is intrusive and kills other plants, this needs to be removed before it flowers, Allissa has a contact and will liaise to try and arrange a work party of approximately 30 people to remove the plant next June/July, this would prevent the need for chemicals or weedkillers.

Next Steps

AOB

Funding

Suzanne Kirkland-Wells has experience of applying for grants and is happy to apply for the following funding opportunities for the group.

Public Health Grant (approx £500)

Foundation Derbyshire Grant

Also Allissa has been in touch with local company A-Rock regarding potential funding and they are keen to get involved

Action – Rebecca to liaise with Suzanne regarding the grant applications

Action - Allissa will contact A-Rock regarding potential funding

Chainsaw Sculpture

Katie has contacted Severn Trent and got the details for the chainsaw sculptor who did the tree carvings at Linacre Reservoirs. The artist is called Andrew Frost and has a website www.halchemistry.co.uk/frosty.

The group are investigating the possibility of a sculpture in the park as Andrew does sculptures and demonstrations which may be a possibility for a future event.

Action – Rebecca will check with John Ramsey regarding permission. Once this has been clarified with the council, Katie will contact the sculptor to check costings.

Notice Boards

The group discussed the possibility of installing notice boards in the park to display local info and park updates, the cost of this needs to be investigated.

Action – Lucy to contact Parish Council for advice

St Thomas' /St John's Youth Groups

Kathryn will contact St Thomas' Youth Leaders to see if they want to form a link with FOSP, Ian Garland is a member of the congregation at St John's Walton and is contacting their Youth Leaders.

**Date of Next Meeting – Lantern Parade Planning Meeting - Tuesday 18th January 6.30pm Location TBC
Committee Meeting - TBC**

