

Friends of Towneley Park

Minutes from the meeting held on 18th January 2018 at 10:00 am in the Lecture Theatre

Present: Maureen Frankland, Barbara Nutter (minute secretary), Mary McNeile, Deborah Penny, Ronnie Pollard, Corinne Concah, Brian Concah, Denise Motley, Keith Buchanan, Neil Ashworth (Ribble Rivers Trust), Gill Robinson, Pat Colbran, Jordan MacDonald, Rob Richards, Richard Moss, Margaret Crane, Andy Buck (Parks Officer) David Marsden.

Apologies: Gillian Atkinson, Pat and Pete Ashton, Anne Mason, June Pritchard, Grayson Holden, Susan Barker, Phil Dykes, Simon Goff

1. Welcome.

Maureen opened the meeting and welcomed the attendees and newcomers (Ken Brown, Corinne and Bryan Concah and Neil Ashworth).

- Attendance sheet.** The attendance sheet was passed round and completed.
- Parking passes.** This year's passes are white in colour and should only be used for park work. Old ones need to be handed back to Maureen Frankland. Please ask Maureen if you need a pass.
- Registration forms** need to be completed by everyone because of data protection laws. Copies to be kept by Burnley Borough Council and FOTP who will use it for ICE (In Case of Emergency) information to be held in the meeting room.
- Contact details sheet.** (See Annex A). There were some errors in the existing sheet which need to be amended. Amended sheets were handed round. NB errors even on the new ones: Gillian Ashworth should read Gillian Atkinson! KDarwen's e mail is not included. It is KDarwen@burnley.gov.uk
- Volunteer Sheet.** Volunteer Activity sheet was completed as follows:
Bird Feeding: January 22nd Keith B: 29th Gill R: Feb 5th Corinne and Bryan:12th Barbara N: Feb19th Keith:26th ?????
March5th Pat and Richard: March 12th Ken Brown: March 19th ?????? : March 26th ??????
Meeting Room Monthly Clean: Feb Maureen: March Barbara : April Margaret: May Pat C: June ???? : July ????
Easter Sunday April 1st – Denise (if work permits): Richard and Cynthia: Margaret C: Maureen.
????????????????
If you are able to help, ????? means please let Maureen know.
- Bird seed distribution.** Six bags of bird seed have been provided. Seed can be collected from the meeting room after the meeting.

2. Minutes from the last Meeting and Matters Arising

The minutes and matters arising from the last meeting were accepted as a true record.

3. Officers Report

- Management Plan.** The Management Plan needs re-writing in accordance with Green Flag rules. FOTP will be consulted in this process This year will not entail any Green Flag formal judging just a "Secret Shop" inspection. However, next year a formal judgement will be required for Green Flag status. The hours undertaken by FOTP last year total 1,278. This is a conservative estimate.
- Play Strategy.** The Riverside playground will need to be refurbished at an estimated cost of £100,000. Of this £50,000 will be in the form of a capital grant from Burnley Borough Council. Simon is hoping that the remaining £50,000 will be raised through the FOTP, £30,000 possibly by application to Lancashire Environmental Fund, and £20,000 to be labour costs provided by Council workers. It was agreed that the FOTP will be involved in all discussions regarding these grants, and the Council will lead the application process. None of the work will start until autumn 2018. Gill Robinson would like to be involved with the grant funding in order to co-ordinate other funding applications.

3. **Rob and the apprentice** are the only Council workers in the Park at present. Steve Woods retires at the end of March. Andy Buck will be retiring in September.
4. **Hebden Bridge Brass Band** will be playing in Towneley on **June 10th** 2pm -4pm.
5. **Litter Bins and Litter.** A new **plastic** bin will be installed by Council team near the pitch and putt course The Friends agreed to pay up to £600 towards the cost of two additional litter bins. Andy will decide and order either metal or reconstituted plastic, according to best value for money.
6. **Oak posts for the Rotunda.** Several of the oak posts around the rotunda have now been assessed and where necessary repaired. Andy agreed that new posts are not required at present.

4. Treasurer's Report – the following financial report was submitted by Maureen Frankland due to Richard's present workload. **January Statement shows balance of £9,944.09**

Since AGM - Income	Heritage and Woodland + £1,000 donation	£1,579.00
	Halloween	£235.00
	LCC (Cosima Towneley for Newsletter)	£200
	Donation for Small Limewalk and Barwise bench	£279.15
	Gift Aid on above	£75.00
	Christmas Fair craft sales	£157.50
	Santa at Towneley including £34 raffle	£217.00
	Scooter donations (Total in 2017 £133.50)	£28.00
	Mosaic cards	£5.00
	Total income since September 2017	£2775.65

Expenditure	Heritage and Woodland (£500+ paid earlier)	£754.00
	Halloween expenses	£6.73
	Bird seed	£15.99
	Bonfire (Cash payments for cleaning, straw and artist supervisor)	£130.00
	Wood for Small Holdings carving	£35.00
	Crafters clay, etc.	£30.00
	Jaycare scooter repairs and service (no VAT)	£190.00
	Small Lime Walk postcrete	£14.86
	FOTP Bench plaque	£31.00
	Small Lime Walk plaque and post (Paid from BCC account)	£370.00
	Cards for mosaic	£326.00
	Gifts for Santa at Towneley	£53.39
	Account fees – 3x£5.00	£15.00
	Total expenditure	£1671.97

Events since September 2017: Income H&W - £1579 (£1,000 donation + £579 on event): Halloween - £235: Craft Fair - £157.50 :Santa - £217 = £1188.50 + £1000 donation = £2188.50.

Income from H&W in 2016 spent on H&W 2017. Income of £1579 will go towards H&W 2018

5 Friends of Towneley Park.

1. Members had been asked to keep an eye on an area of the park in terms of maintenance and improvements, i.e. to wander through occasionally and report to the meeting.
2. The following reports were submitted at the meeting:
 - **Barwise car park to Bogart bridge and Boulder walk** - Keith Buchanan awaiting better weather.
 - **Lime Avenue through the Wilderness to Thanet Lee** - Denise Motley. There is a lot of litter in the top of the Park near Barwise. This is often household debris from local litter bins. Andy stated that he would speak to Street Scene regarding the household waste that blows into the park from Todmorden Road. Rob was

concerned that litter picking can be dangerous in this area because of the steep ground. Denise also needs a better container to pick litter into. A trug was suggested.

- **Causeway to pitch and putt** - Grayson Holden. Litter could be improved by the better placement of a litter bin. Rob to ring Grayson to agree siting of new litter bin.
- **Thanet Lee** - Maureen Frankland, Andrew Johnson. Drainage issues associated with Tunnel into Thanet Lee have now been resolved because leaves have been cleared. Rhododendrons near Monks Well have been pruned and burnt by Trees for Burnley. Andy to ask Graham Gavaghan to make sure the Noticeboards are emptied of old materials and replaced with relevant info (not left empty)
- **Small holdings** - Margaret Crane, Pat Colbran.
 - A large bag of litter has been gathered from this area.
 - The footpaths in this area are quite poor and require remedial work to be undertaken, especially on the uphill section from the Brunshaw path.
 - There are deep gullies at the edge of the tarmac on the main road (near the Riverside car park) that create a hazard to drivers who need to pull in due to oncoming traffic. **Health and safety issue.**
 - The signage in the area needs refurbishment. FOTP to replace or have repaired, one wooden information board about Wilson's wood, and buy another notice board to place by the gate opposite Riverside carpark giving directions for the Smallholdings trail.
 - The carved marker posts are being replaced as required by Richard and friends.

Fulledge and Woodgrove - Ronnie Pollard. The area remains very wet, as reported in previous years.

Riverside car park playground and memorial - Pat and Pete Ashton. No report.

Higher Towneley playing fields - Gillian Atkinson. No report.

Triangle and the Avenue - Gill Robinson. No change.

Hall car park and gardens - Barbara Nutter. The willow deer in the ornamental garden was discussed. It was agreed to repair the existing willow deer as the cost to totally replace them would be prohibitive. Advice should be sought from Cherry Chung.

6. General concerns.

1 Litter.

a) The volunteer from Green Spaces (David Shanley) has not been able to litter pick recently due to ill health. Significant litter picking is required in the Fulledge, Big Billy and Riverside areas. David would normally pick these areas for 2-3 hours, 3 times a week.

b) Education in schools was seen as the best approach to resolving many of the litter issues. It was agreed that local schools would be approached in an attempt to send out the message regarding the problems litter causes, both in terms of the environment and the amount of effort required to clear problem areas. Ribble Rivers Trust to help in this. **A meeting is to be held at 11:00 a.m. on 14th February in the Meeting Room** to discuss the approach to be adopted. **Everyone welcome.**

2 Himalayan Balsam. Meeting at 12:00 noon on the 14th February in the Meeting Room to discuss this issue. All welcome

7. Other Feedback.

1. **Heritage and Woodland.** Each year 20 to 30 stalls are invited into the park to participate in this activity. FOTP provide tea and cakes. Generally everything goes well during this activity. A meeting is to be held next month regarding Heritage and Woodland 2018 planning and issues. FOTP to take part in 2018.
2. **Halloween Trail.** This activity is considered successful. Thanks to Pat and Pete for organising it.
3. **Litter Picking.** Thank you to everyone involved in litter picking. See section 6.1 above for details regarding litter solutions. NB Meeting February 14th 11am in the meeting Room
4. **Bird Feeding.** A rota has been provided and circulated for re-filling the bird feeders.
5. **Craft Fair.** Tea and cakes at various events tends to make more money than trying to sell actual craft items. A small craft stall alongside the refreshments stall should be considered, rather than a full craft stall. It was agreed that a number of members would provide a tea room on **Sunday November 25th** to support this activity.

6. **Santa comes to Towneley.** In December the hall is closed Monday to Friday. The Santa trail itself could be opened for a longer period of time at weekends in December. Need to consider how the hall staff would cater for this. It was asked whether Santa handing out presents should be done on the 9th or the 16th Dec? It was agreed that Santa would appear on the **9th Dec** but set up the trail and grotto earlier in the week. The grotto and trail should be taken down on Monday 17th Dec. Also see Facebook below.

8.Future Planning. Newsletter, Website and Facebook updates

1. Newsletter articles are now prepared for printing and distribution in March.
2. Website is fine with no issues arising.
3. Facebook is slightly more popular. Charitable contributions could be set up on Facebook through Charity Check-out for payment of £5 for the Santa Trail. This would be inclusive of free entry to the hall (yearly pass). Other options for payment should remain, such as cheques. Not everyone turns up for the Santa Trail, therefore it would be considered prudent to have payment with booking, and overbook places to make allowance for those who don't turn up. Places will still be booked through an FOTP member. Planning and fine tuning of the process will be done at the Christmas meeting.

4.**Gardening Club and Small Limewalk.** Gardening Club is scheduled for the first and third Thursday in March and consequent months. The Rotary bed will be cleared and plants have been ordered by BBC.

5. **Barwise development.** A volunteering day for the end of February to construct willow tunnels is required. Thursday the 22nd February at 10:30 has been selected. The council are still to level the ground in the middle area. We are still awaiting a contractor to undertake this work. FOTP will make a financial contribution to this. Once levelled the area can be seeded and FOTP will purchase and install 3 picnic tables in the area.

6. **Easter and Mayday.** Easter Trail (1st April) is to be managed by Pat Ashton with help from FOTP. No Mayday activity is planned by our group

7. **Brunshaw Path and Smallholdings Trail.** Surfacing of the path would cost approximately £12,000. Additional funding has not been secured from Sport England. May need to make it an Activity Trail and apply for funding from the Lottery after March 2018. Additional funds would still be required to make up the shortfall. Further solutions are being considered.

8. **Towneley Crafters.** Crafter meetings are being held every Monday. Outdoor items are being made for Thanet Lee and other areas (Pauline). Mosaics (Sharon) are also being made for use in outdoor areas. Crafters are undertaking craft and poetry combined. It may be possible to get schools involved in this activity, through Ribble Rivers Trust, particularly the poetry. An activity day would cost £300 to undertake activities with school children. This would be an ideal opportunity to re-educate the children about littering and associated issues.

9. **Meeting Room.** The Council have now repaired the Meeting Room roof. Barbara offered an additional oil filled heater to supplement the existing heaters.

9. Any other business.

- a. A Flicker page has been suggested to put up photos of Towneley Park. A link to this is being put in the Towneley News.
- b. The costs associated with reproducing the Towneley flyer is to be ascertained.
- c. Parking passes were handed out to the attendees present.
- d. Dates for future meetings have been amended since the AGM. Dates for future meetings in the Meeting Room are as follows:
 - Wednesday 18th April 10:00 am
 - Thursday 9th August 10:00 am
 - AGM – Saturday 20th October 11:00 am

10. Maureen thanked everyone for attending and closed the meeting at 12:45. The next meeting will be held on the 18th April in the Meeting Room.