

Friends of Towneley Park

Minutes from the meeting held on 23rd January 2020 at 10:00 am in the Green Room, Towneley Hall.

Present: Maureen Frankland (Chair), Barbara Nutter (Secretary), David Marsden, Lynda Rimmer, Julie Ludlam, June Pritchard, Sheila Carr, Pat Colbran, Pat Ashton, Ronnie Pollard, Corinne Concah, Brian Concah, Grayson Holden, Ken Brown, Margaret Crane, Gill Robinson, Denise Greenwood, Judith Hindle, Gillian Atkinson, Damian Green (Estate Manager), Neil Ashworth (Ribble Rivers Trust), Sean Kerr (Parks Officer).

Apologies: Richard Moss: Peter Ashton, Julie Fairburn,

1 Welcome.

- 1.1 Maureen opened the meeting and welcomed the attendees and introduced 2 new members to the group.
 - 1.1.1 **Attendance sheet.** The attendance sheet was passed round and completed.
 - 1.1.2 **Parking passes.** Gill Robinson distributed the new Parking Passes and contact sheets containing details of FOTP members.
 - 1.1.3 **Passes.** Passes for Towneley Hall were given to those persons who had not received them at the AGM.
 - 1.1.4 **Volunteer Registration Sheet.** The Volunteer Sheet was circulated for members to fill in the tasks that they are able to undertake in the next few months.
 - 1.1.5 **ID Badges.** New ID badges are to be made that include the new logo. Maureen will liaise with Lynda once we have designed a new logo. Logo ideas to Maureen.

Action

2 Minutes from the last Meeting and Matters Arising

- 2.1 The minutes from the last meeting and matters arising were accepted as a true record.
- 2.2 Friends collected most tokens from Tesco bags for life. We have therefore been given £3,000 which will be spent on the Riverside area, with another £1000 to follow.
- 2.3 **National Citizens Service.** Many young people have worked in the park clearing Himalayan Balsam. Half of the funding from this award has gone to the Ribble Rivers Trust. However, Friends Group have not yet received any money.
- 2.4 The Friends and the Council are gradually cleaning or removing benches around the park that need improvement.
- 2.5 A new scooter has been bought at a cost of £1,300, as agreed by the Trustees. A volunteer is required to test this out. Corinne agreed to undertake this task. **Action**

3 Pathways for Wheelchairs

- 3.1 At the last meeting David Marsden agreed to monitor paths around the park for use by self-propelled and electric wheelchairs. He has spoken with several wheelchair users and checked paths around the park. Most paths are in good order, but the path at the top of The Avenue across the events triangle, near the large gate, would benefit from having a gravelled surface. Sean Kerr and Damian Hartley will look into this matter and try to acquire funding.

Action

- 3.2 The path from Barwise to the Hall is considered too steep for wheelchair user access. All members agreed that leaflets are to be made available to wheelchair users (one for motorised and one for self-propelled wheelchairs) that indicate those paths that are suitable for their use.

4 Area Reports

- 4.1 **Notice Boards.** Several of the notice boards around the park require either repair, cleaning or old notices removing. Sean informed the meeting that this is the responsibility of the Park Rangers and he will address this issue with them. **Action**
- 4.2 **Small Holding.** Some paths are in a poor state of repair. Damian (Estates Manager) is looking into hiring appropriate equipment to maintain pathways which will help with drainage of the paths, etc.
- 4.3 **Barwise.** There is a small amount of litter present in this area.
- 4.4 **Fulledge and Woodgrove.** The rubbish bin near Todmorden Road is becoming water-logged. The stone square pillars near the bridge from the Holmes onto Fulledge need repair. These belong to the Water Board. The dog bin near Big Billy needs replacing.
- 4.5 **Triangle.** Lots of plastic bottles on the football pitch.
- 4.6 **Riverside car park.** The noticeboard needs attention. The matting underneath the path on the left hand side of the bridge, going towards two picnic tables and the playing fields, is lifting and is dangerous. **Action**
- 4.7 **Lime Walk and Thanet Lee.** Small amount of litter.
- 4.8 **Causeway to Pitch and Putt.** No report.
- 4.9 **Around the Hall.** No report.
- 4.10 **Hall Car Park.** Changing Places is almost complete. Notice boards need repair **Action**

5 Officers Report

- 5.1 Burnley Leisure Trust has given funding for the tennis courts to be brought back into use for “Bocce”, not tennis. Volunteers are needed to help remove the old tennis white lines and nails. FOTP members can do this at any time or FOTP will do this on one of the Thursday Tidy Your Park mornings. **Action**
- 5.2 .Funding has been obtained to provide a permanent hard standing area for the **ice cream van**, on the edge of the triangle, to avoid obstructing farm traffic.
- 5.3 **Riverside play area.** A plaque is to be erected in order to inform the public about funding and equipment providers, thanking them for their efforts.
- 5.4 **Picnic benches and seating.** These have now been obtained and are ready to be erected near the play area.
- 5.5 **Opening of the “New Changing Places”.** Toilet facilities for the disabled will be available in the next couple of weeks. Official opening Thursday 30th 12noon. All welcome. **Action**
- 5.6 **Drinking water fountains.** These will be placed at the front of the hall, but FOTP will NOT pay more than £1500 and at the side of the Rotunda Café, facing the river. The latter was bought 18months ago.
- 5.7 **Sculptures.** Sean and Maureen are investigating the possibility of installing sculptures around the park, funded by Pennine Prospects Sculptures.
- 5.8 **Lighting.** Groundwork has now begun for the installation of lighting at the front of the hall. This task should be completed by February. The cost of this is being provided by the FOTP and Towneley Hall Society. The cost of the lighting is £6,500 with installation costs of £4,500.
- 5.9 **Trees.** 500 are to be planted in the park on the edge of Wilson’s Wood, by tress for Burnley.

- 5.10 **Rhododendron.** The two Rhododendron beds near the café and near the Cedar of Lebanon, are to be cut back hard and new plants that can grow with them are to be obtained. A notice is to be erected informing the public.
- 5.11 **Edging.** Simon is investigating the purchase of lawn and path edging in front of the hall at a cost of £6,000.
- 5.12 **Japanese Knotweed.** Gareth (gardener) has been sent on a course that provides him with the appropriate qualification to inject Knotweed. David Marsden will inform Damian when he finds any other Knotweed in the park.
- 5.13 **Himalayan Balsam.** An early cull of the balsam will be undertaken by the gardeners comprising strimming and spraying.
- 5.14 Damian thanked the FOTP for all the hard work undertaken, especially John and Andrew for the bench repair and painting.

6 Treasurers report and Trustees spending plans.

The following financial report was submitted:

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|---------------------|---|
| Balance - | £16,859.26 |
| Main Income | |
| Gift Aid - | £826.75 |
| Craft fair - | £391.00 (Cakes/drink - £353.60 Crafts - £37.40) |
| Santa Trail Profit- | £387.54 (Tickets - £491.91 Expenses - £112.46) |

Main Expenditure

| | |
|-----------------------|--------|
| Barwise play area - | £5,498 |
| Riverside programme - | £3,060 |
| Outdoor lighting - | £3,250 |

6.1 Trustees meeting.

- 6.2 Gill informed the meeting about funding. The FOTP currently get a donation of £100 per month for tree planting. It was suggested that this amount should be saved for a few months in order to obtain larger trees.
- 6.3 Maureen has contacted the Charity Commission regarding the constitution.
- 6.4 The mayor, 3 schools and the Head of Unity College are now involved in the Litter in the Park and Plastic Free projects. Unity College aim to be single use plastic free by the end of the year. Vending machines are also to be removed from the college in a similar timescale. All students have been given refillable/re-usable bottles at a cost of £1 each, thereby preventing “single use plastics”.
- 6.5 A small Portaloo with hand basin and security will again be erected this Easter to September at Barwise play area at a cost of £600. This will be paid for by the FOTP. Maureen will speak with Simon Gough with regard to locking the Barwise entrance at night to avoid vandalism of the Portaloo and ask for a portaloo than can be secured to the ground. .

7 Feedback.

- 7.1 **Craft Fair.** The day went extremely well. Pat thanked everyone who gave their time to help. In order to get more revenue it has been suggested to think about introducing a trail in the hall over the Heritage weekend. All were in favour. This will be discussed further at a later date.
- 7.2 **Council Thank You.** Enjoyed by all.
- 7.3 **Lighting project.** As discussed earlier. The lights will change colour. The hall may be lit for the first week following installation and thereafter on special occasions. FOTP members may be asked to monitor evenings in the first week.
- 7.4 **Bench improvements.** This is an ongoing project. A policy is being drawn up by Sean so that benches that are 15 years old or over will either be renovated or scrapped if badly damaged. A donation of £50 will be requested from the families.

8 Forward Planning.

- 8.1 **Bird Feeding.** Maureen was asked to e-mail people when they are scheduled for bird feed duties.
- 8.2 **Trout in the Classroom.** Neil Ashworth (Ribble Rivers Trust) addressed the group regarding this project. This was a great success last year. Three schools will be involved again this year. The trout will be released into the river on the 31st March, 1st and 2nd April. Anyone in the group who would like to get involved on those particular dates or would like to go to the schools should contact Neil for information.
- 8.3 **Towneley News.** The Towneley News is underway.
- 8.4 **Litter picking/tree planting.** Litter picking and tree planting involving 150 children will take place at Riverside car park in the week commencing 24th February. 500 trees will be planted and a plaque will be erected with the names of the schools involved. In the forthcoming year, 50,000 trees will be planted through Lancashire Woodland Trust.
- 8.5 **Easter planning meeting.** To be held in the meeting room on Monday 10th February 2pm in the Friends Meeting room.
- 8.6 **Plastic Free project.** See section 6.5
- 8.7 **Poetry competition.** A children's poetry competition about the environment and keeping the park litter free is to take place. Poems will be printed in a book for all to read and enjoy.
- 8.8 **Summer Trail.** All to think of ideas for this activity bearing, in mind that this is an Olympic year.

9 Any other business.

- 9.1 Maureen thanked everyone for attending and closed the meeting at 12:15. The next meeting will be held on Monday 27th April at 1 pm.