



## MINUTES - 5<sup>th</sup> November 2015

**Present:** Jason, Stuart, Heidi, Wendy, Elizabeth, Vicky, Clare

### 1.) Welcome

Jason opened the meeting and welcomed everyone.

### 2.) Apologies

Philip Schofield , Martin Blower

### 3.) Finance Update

The account balance remains the same at £13,155.55.

### 4.) Suggestions for Taking Shaw Park into 2016

The group had a general discussion about the park, the group and how we can re-stimulate interest in both within the local community.

- **Face to Face Questionnaire** - it was suggested that we approach people using the park and ask them some questions about the park, the group, likes, dislikes and areas for improvement.

**Action:** CN to put together a questionnaire and circulate to the group.

**Action:** All group members to visit the park with the questionnaire and ask a few people for their views

- **Publicity** - various ways of improving publicity, awareness and advertising of the park were discussed.

Leaflets, Go Local adverts, notice board posters, banners, Evening Courier feature, improved signage were all suggested. It was also agreed obtaining a grant for publicity funds would be useful.

**Action:** JP to obtain invoice from Calderdale for soil/seed - so 2015 Ward Forum Grant can be spent.

**Action:** CN to submit report and proof of spend to Ward Forum committee.

**Action:** CN to contact Go Local re advertising and leaflet costs.

**Action:** CN to submit a second Ward Forum application - for publicity funds. Must be completed quickly as closing date is approaching.

- **Summer Fair** - the group discussed past successful summer fairs and whether we can run another in 2016 without use of the changing rooms/MUGA area, power and water. Many ideas were discussed and the group were enthusiastic about running another event in 2016.

**Action:** JP to contact Philip about any power/water supplies still available/

- **Fund Raisers** - the group discussed ideas for future fund raisers. A few ideas were approved, however we agreed that events are more about awareness of the park and getting local people visiting rather than raising funds for anything specific at this time. We have sufficient funds to complete ongoing projects at this time.

- **Volunteer Days** - it was agreed that we all want to continue with these, both as a group on various Sundays throughout the year, and also in conjunction with Lloyds Banking Group (who have made a tremendous difference to the park over the last 2 years). It was felt that to get the best out of larger volunteer groups we needed to arrange and agree suitable dates well in advance so as many group members as possible could be involved, and restrict large groups to maybe just 2 per year.

Dates currently agreed for 2016 are:

- Sunday 20<sup>th</sup> March 2016 (10.00am start)

- Sunday 24<sup>th</sup> April 2016 (10.00am start).

- National Give & Gain Day (possibly 20<sup>th</sup> May 2016) - invite a large volunteer group or register on Give and Gain site

**Action:** CN to complete the questionnaire that Lloyds have sent through about future volunteering activities.

## 5). Any Other Business

- **Pipe/Pump Project** - we have received a quote from Calderdale for laying the pipe, which the group felt was reasonable and we all agreed this should go ahead.

**Action:** JP to confirm to Philip quote is acceptable and arrange dates for the work to be done.

- **Christmas Tree / Lantern Parade** - Wendy will create a Christmas Tree for the St Andrews event on 4<sup>th</sup>-6<sup>th</sup> December in the groups name. The chosen Carol is Away in a Manger. There is a lantern making workshop to be held at the church on Sunday 22<sup>nd</sup> November - various group members to attend.

- **AGM** - confirmation of the roles/committee members from the AGM are:

- Chairman - Jason Parker

- Treasurer - Elizabeth Bailey

- Secretary - Clare Normanton

- **Pop Up Lunch** - the group supported the second pop up lunch at the church on 9<sup>th</sup> October. The event was well attended and the group enjoyed the experience and wish to continue supporting this event.

## 6). Date of Next Meeting

The next meeting will be held on Thursday 3<sup>rd</sup> December 2015, at 7.00pm, at Holywell Green United Reformed Church. All welcome.

If anyone would like a copy of the questionnaire we have devised to obtain feedback about the park, or has any suggestions about areas for improvement please do let the group know.