

Meeting of the Trustees of Liquorice Park Millennium Green Trust 8th Jan 2025, 7:00 pm (Held – High View)

Present: Phil Cragg (Chair) Richard Bayles Alison Griffiths
Mel Marsh David Royle

		ACTION
	It was with great sadness to hear of the passing of Dudley Thompson. Dudley was a founder member of Liquorice Park and had been a Trustee for over 23 years, finally retiring as a trustee in 2022. PC to send a condolences card on behalf of the park.	PC
1	Apologies – Penny Toone	
2	Previous Minutes	
	Previous minutes (16/10/24) accepted as a true record. Proposed: AG Seconded: DR	Redacted version to be up-loaded to website.
		RB
3	Finance	
a	Overview - RB gave a summary of previously circulated report.	
b	Expenditure Approvals; i) Approval for spend on a new publicity board. Approx £100	
4	Neighbours Update	
	One boundary owner had raised concern regarding safety of large tree near their boundary. RB has spoken to them and agree to reduce ivy which is reaching the canopy. In the summer we will obtain views of an arborist on the overall health of tree., as well as others in the park.	RB / AG
5	Risk & Safety Issues	
a	Current areas of concern: - Main Steps; All broken steps repaired. Need to use remaining gravel to top up existing ones which are low.	ALL
	- Sunken garden Steps; Monitoring and pushing steps back if they move forward.	RB
	- Southern Boundary; see Section 9a for update.	
	- Viewing Platform; Fund for materials ring fenced. Not considered urgent but need to keep our eyes on it (regular checks carried out).	RB
b	Accident Report Book – Incident with volunteer working alone and falling. Concerns on footwear and general health were discussed, and volunteer is now aware of their limitations and has reduced the level of work they now do. Book to be updated.	AG
c	Risk Assessments – RB to check when annual review due and complete as necessary. DR to check on wording for working at heights covers his concerns.	RB/DR
6	Governance	

a	Meeting unanimously agreed to accept Melanie (Mel) Marsh as our latest Trustee. RB to obtain details etc to enable registration with the Charity Commission. Welcome Mel.	RB/MM
b	<p>Policies - Two policies have been reviewed/written: Finance Policy – minor updates as previously circulated – Agreed to issue. Environmental Policy – New policy as circulated – Agreed to issue.</p> <p>Several issues with respect to issue and availability of procedures were discussed. Agreed the following:</p> <ul style="list-style-type: none"> - Procedures on Website currently open either as a new web page or as a pdf. Meeting agreed all procedures would open as pdf's as this more consistent and simpler. - Current procedures have a mixture of version control (date, version etc). Agreed that all procedures would be filed with the date first (Y,M,D) as this makes filing /control much simpler. - Discussion on making financial procedure available as it contains the parks bank details. Meeting agreed to redact this information from the public available copy. 	RB
c	Land Registry name holder. PC reported he has been in contact with the charity commission to try and resolve the difficulties were having with changing the registered address. Progress will be reported in future meetings.	PC
7	IT	
a	<p><u>Liquorice Park email list</u> 149 active subscribers (up by 1). No e-mail has been sent since last meeting.</p>	
b	<p><u>Website stats (now based on Google analytics)</u> Oct, Nov & Dec average Unique visitors / month 109, Ave Pages viewed / month 678.</p>	
c	<p>Most visited pages in last three months were,</p> <ul style="list-style-type: none"> - Home Page - Map - History - Find Us - Contact - Orchard <p>No further update on progress from local resident has found lots of old photos and will forward them to us once their search is complete. Also indicated they'd author a potential history article of the park/area.</p>	
8	Volunteers	
	<p>AG provided a summary report (attached as Appendix).</p> <p>Discussion on working alone. General agreement was we can't stop it but should strongly advise any concerns and document accordingly.</p>	
9	The Park	
a	<p>Southern Boundary (Eastern Low Wall) - Need to re-clear the smaller shrubs/ trees. Still intend to investigate the possibility of pulling larger trees down, into wild copse area (winter activity). Will tackle smaller tree first.</p> <p>MM has had an offer to look at our requirements to see if they can provide help in obtaining</p>	All

	quotes / possible funding help. RB agree to produce a work pack which we will discuss at next meeting prior to MM sending information off.	RB
b	Allotment – As per volunteers report it is hoped the Network volunteers under the guidance of Billy can help develop this area.	
e	Paths - Rain, Problem with heavy downpours or prolonged rainfall, where water runs along the two main cross paths and then down the western steps, washing them away. Culverts cut under the new woodchip don't work. Agreed to initially look at cutting a dip into the paths at certain points to direct the water down the slope. No further action taken yet. Need to consider long term solution for the western steps.	All.
10	Review of 2024 AGM ideas Of the agreed actions only the idea of having a blackboard at the Alexandra Rd Entrance needs completing. Agreed to do this later in the year when it warms up!	RB
11	Any Other Business a 25 th Anniversary – Pencilled in Sunday 29 th June as the agreed date. 'Halfway-up-the-Hill' association and would like to get involved with the park for future events, but particularly a 25 th year celebration. Also suggested we could have a 'presentation' of old pictures etc. possibly in the Victoria, followed by a social gathering.	
b	MM requested if we could create a more up to date information board for our fund-raising events. It was agreed to spend up to £100 on a new presentation board. RB has access to all the park pictures etc. MM agreed to co-ordinate. AG to photograph current board.	MM/RB /AG
c	Drug Dealing – AG reported meetings with council & police had resulted in the park being recognised as an area where additional resources were required to reduce the concerns. Recent police actions along with more regular patrols (uniformed and undercover) does seem to have greatly reduced the issues. We are also hopeful of installation of CCTV in the local area.	
d	Water Butt – Unfortunately we have had to dispose of one of the water butts due to numerous water leaks. If any sees a free/cheap water butt we would be interested in having it/them.	All
11	Next Meeting Date agreed – 19/3/25 at 7:00 pm, Highview	ALL

APPENDIX 1

LIQUORICE PARK MILLENNIUM GREEN TRUST

Volunteers Report - Alison Griffiths 05/01/25

Since last September the volunteers have systematically cut back overgrown brambles alongside paths and around trees. This will hopefully allow a greater variety of flora and fauna, helped also by the cutting back of dead grass to prevent thatching on the soil surface. The meadows are in good condition and prepared for the spring.

The pond has been dug out and enlarged and awaiting the liner which hopefully will be in place within the next two months. A bit of a technical challenge for the volunteers.

Volunteer numbers remain fairly stable with four young adults from the Network still attending. As a result of the Network successfully obtaining funding, an employee of the organisation, Billy, will be supervising their clients on a Wednesday which will help with volunteer supervision. It is proposed that Billy will lead a group to further the progress on the allotment. Billy has practical skills and is keen to take on the project. This will be overseen by Trustees present in the park.

Due to bad weather a significant number of sessions have had to be cancelled at the end of last year but despite this, the park is looking reasonable for this time of year.

A Christmas social was held in the function room at the Victoria pub which was well supported and was a pleasant occasion.

Over the coming winter months, the copses require some clearing, dead hedges tidied, paths woodchipped, steps topped up and brambles controlled being the main tasks. Hopefully 2025 will see the strong core of volunteers maintaining their enthusiasm in giving their time to help maintain the park.