



MASTER PARK
MANAGEMENT COMMITTEE
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MASTER PARK

ANNUAL GENERAL MEETING

**Minutes of the meeting held on
Wednesday 17th July 2019 - 8pm at the Pavilion**

Present

Pammy McNaughton (Chairman) (PM)

Tony Batchelor (TB)

Amanda Starr (AS)

Gilbert Kearns (GK)

Robert Pitt (RP)

Ian Beagley (IB)

Robert Sayer (RS)

Ian Simm (Acting Secretary)

and some 21 members of the local community

AGENDA

1. Introductions & Apologies for Absence

1.1 The meeting opened at 8.00pm and at the Chairman's request, Trustees (highlighted in green above) introduced themselves. Of the 2018/9 committee, **Phil Trayner (PT)** had sent his apologies.

1.2 Apologies for absence were also received from Richard Adamson, Pippa Bridges, Clare Heaton, John Nathan and Anne Rivers

2. Minutes from previous AGM - July 18th 2018 - to be agreed

The minutes of the previous AGM were approved. (Proposer: Peter Hanrott, Seconder Rita Fitzgerald)

3. Matters Arising from the 2018 minutes

Matters arising would be addressed in the Chairman's Report.

It was noted that the AGM minutes are published on the Master Park web site

4. Report from Chairman

The full report is available on the Master Park website. The main points raised by the Chairman included:

4.1 There had been a number of changes to the trustees since last year's AGM. PM said that she was proud to be the new chairman, and paid tribute to the dedication of the trustees.

4.2 Many residents still do not realise that Master Park is a Charity run by a volunteer committee and NOT owned by the Council. There is still a need to make this better known among residents.

4.3 The last AGM had sparked vigorous discussion and the committee had acted on a number of useful points raised at that meeting. Notably, there is now a Master Park Facebook page and a new

website, together with four large new notice boards distributed across the park where contact details and information about events and regular classes on the park are displayed.

4.4 The new committee includes 3 women, which was another issue raised at last year's AGM.

4.5 Sustaining the park remains a major issue for the committee – for example, dealing with waste costs about £15,000 per year. Income comes primarily from the sports clubs, events and regular classes on the park, donors and Oxted Parish Council, plus invaluable support from Tandridge District Council (TDC) in grass cutting. (Further details appear in the financial summary at Annex 1)

4.6 Events during the past year included the beer festival, bike and pram sales, the Titsey Rotary boot fairs, the fun fair and silent cinema. In addition, there are several regular events on the park or in the pavilion.

4.7 In January 2019, after a very long series of debates, the committee agreed a design for a new multi-use pavilion which would meet the needs of the sports clubs and the community. The design incorporates rooms which can accommodate classes and other meetings, as well as achieving the high level of facilities now demanded by the governing bodies of the cricket and football clubs. A public consultation in February had led to a number of submissions, many of which had been included in the final plans submitted to TDC. On the day of the AGM the welcome news had been received that planning permission had been agreed. The next, and most challenging, stage of the process is to raise funds for the new building; the latest estimate of the total cost is up to £2m, and it is thought that raising the necessary funds may take 2 years or more. PM appealed to the meeting for help in identifying people with appropriate fund-raising experience to support and advise the campaign.

4.8 There had been no tree planting this year; the 15 lime trees subject to Tree Preservation Orders (TPOs) were to be inspected and work will commence when permission is received from TDC. (See also para 7.1 below)

4.9 A recent survey had suggested that maintenance works on the playground costing about £5,500 would be desirable. The task list has been reduced to essential works costing about £1,800 which will be carried out as soon as possible.

4.10 The park was disfigured last year by the amount of litter uncollected at certain times. The committee has added waste collection by contractors to TDC which has much improved the situation this year. Expense has been minimal as the number of bins supplied by BIFFA has been reduced from three to two.

4.11 New entrance gates have been fitted at each end of the park, assisted by a generous donation from Titsey Rotary.

4.12 Following a number of break-ins last year, a new security system has been fitted to the pavilion, at significant expense

5. Treasurer (delivered by the Chairman)

5.1 Following last year's change of treasurer, the accounts for the year have been prepared, but are yet to be independently examined. The process should be completed within a few weeks and should not result in significant changes to the financial summary which appears as Annex 1 to these minutes. When complete, the full accounts will be uploaded to the Master Park website.

5.2 The main income to the park was from events and classes, with some £10,000 being contributed by the beer festival. The largest items of expenditure concerned litter clearance and the security system for the pavilion (see para 4.12). As noted above (para 4.11) the new gates were funded from a donation by Titsey Rotary.

6. Approval of the accounts

6.1 It was moved (proposed by Peter Giles, seconded Matthew Hayes) that the meeting devolve to the trustees the approval of the final accounts once independently examined. The motion was agreed by the meeting

7. Appointment of Independent Examiner

7.1 It was proposed that Roger Thomas be re-appointed as independent examiner of the accounts for the coming year (proposed by Ian Beagley, seconded by Peter Hanrott). Roger agreed and he was re-appointed

8. Election of Trustees

8.1 There were 4 candidates for the 4 positions of elected trustee. There was no contested election and Tony Batchelor, Gilbert Kearns, Robert Pitt and Alex Campbell were elected to serve as trustees for the year 2019/20

9. Any Other Business

9.1 Brenda Batchelor asked for further details of the work planned for the lime trees (para 4.8 above). TB said that a visual inspection was required, following which he expected that the crowns of the trees would be lifted and the foliage round their bases cleared. Concern was also expressed about the growth on the southernmost tree which extended into the road as a potential hazard. TB agreed to draw the contractor's attention to this issue. It was clarified that no main branches could be removed from trees subject to TPO.

9.2 Valerie Adamson asked if the tennis club contributed to park expenses as well as the other two sports clubs. PM said that the tennis club paid an agreed rent on the same basis as the other clubs but was not involved in the expenses of the pavilion.

9.3 TB initiated a short discussion of the plans for the new pavilion. He noted that a lot of progress had been achieved since PM became chairman of trustees, notably the work with TDC to obtain planning permission. Peter Hanrott agreed but said that all this work would be fruitless unless we can raise the necessary funds for the new facility. PM agreed, and again asked the meeting for ideas on fund-raising and help from those with relevant experience. Brenda Batchelor said that more press coverage would be helpful, and noted that Master Park rarely featured in the County Border News. PM said that circulation of the Border News had fallen, but the issue would be investigated. Jackie Wren offered to put the committee in touch with the new editorial team. Valerie Adamson said that she had been involved in raising funds for the community hall some years ago, and had been told by many that the sums involved were unattainable; but of course, they had been raised, so she recommended to the committee to suppress any doubts that the new pavilion could be funded.

9.4 Jackie Wren thanked the trustees for their hard work. PM said that Pippa Bridges had also submitted a vote of thanks to the new-look committee members, and she (PM) also thanked all those who support the park including TDC, Oxted Parish Council, Titsey Rotary, the Friends of Master Park, the volunteers who pick up litter and those who close the gates each evening

The meeting closed at 8.35 pm