



## Greening Wingrove Board Meeting MINUTES

**13th of March 2025 - 7pm – 8.30 pm**

1. Attendance and apologies

Present: Katy Sillem, Helena Seget, Paul Miskin, Don Morrison, Alistair Ford, Rachel Richman

Apologies: Michael Page

2. Minutes of last meeting

The board passed the minutes as a correct record of the previous meeting.

3. Matters to celebrate

Those present felt that the 12th of April Community Cycling Event is shaping up to be something that puts Greening Wingrove on the map.

Greening Wingrove has been nominated for a prize.

4. Matters arising

DM to email Simran Chopra to determine status of board membership - **to follow up at AGM.**

KS to email MP about status on the board due to non-attendance - **DONE.**

Check status of Covid relief grant - **Cllr Joyce McCarty confirmed this was returned by Nigel Todd.**

PAT Testing and Fire Extinguishers - **the board agreed to approach the Fire Brigade** for a fire safety check and HS will contact potential PAT testing firms.

Safeguarding policy - **KS will update** with support from a member and circulate to board for approval.

Board members to undertake Safeguarding training - **RR will be asked which training is most appropriate** for board members.

Natural History Society of Northumbria - **the GW membership has been cancelled** due to lack of use.

Request for receipts from MP for expenditure in the Bike Garden - **no receipts have been provided.**

Website costs - **KS to enquire with Mark Copsey about costs** and how these are paid.

Cycling UK Membership - **KS to action.**

Ward funding decision for Planet Action Street Art to run events at the Bike Garden - funding decision still awaited. **Members encouraged to contact councillors.**

## 5. Membership

a. Two new members approved

b. **AF raised concerns about churn of board members and reasons behind this. KS to add a discussion on this to agenda of next meeting.**

6. Finance and Governance (finance and fundraising, businesses, bookings at the Bike Garden, relationship with council; legal compliance; long term planning; conflict resolution)

The board discussed the accounts for 2023/24. A document has been produced for submission to Companies House. The accountant Pete O'Hara was unhappy with the situation surrounding payments to Jacqui Scollen for previous work, which was addressed by KS.

Mark Copsey is still acting as treasurer in an interim capacity. HS is considering volunteering to take on the role but wishes to better understand the accounts first.

**Action: KS and H to access accounts together**, contacting MC where necessary to clarify any outstanding issues.

Fundraising proposal from Time Banking to submit to Greggs Foundation. **Board agreed to approve submission** dependent on increasing the fees to GW for use of space to £1500-2000. **KS to negotiate with Time Banking.**

A budget for the coming year was drafted for approval at the AGM. The board felt a volunteer to prepare funding bids was needed.

**Action: KS to add financial planning to agenda for next board meeting.**

**Action: HS to look up costs for PAT testing.**

The Board agreed to explore the creation of a salaried role for administrative tasks and preparation of funding applications (around £15 per hour was proposed).

7. Garden (Bike Garden, Food Growing, Community Events)

The Board discussed the use of money donated by a member for the construction of new planters in the Bike Garden. A budget of £750 was approved by the Board and this was a maximum.

**Action: KS to contact David Rochester to ensure planter locations do not conflict with bulbs and other planting.**

The regular monthly meetings with Northern Slice to discuss the Bike Garden have not happened due to difficulty in communications with MP.

The board agreed to collate a list of regular Bike Garden attendees who may need a DBS check.

**Action: KS to add discussion of out-of-hours access to the Bike Garden to agenda of next meeting.**

8. Communications (social media, newsletter and website, Membership and Outreach, Equality and inclusion,)

Josephine Ellis has offered to continue to monitor the Greening Wingrove email inbox and produce the newsletter. The board agreed this would be very helpful and thanks her for the offer of assistance.

9. Friends of Nuns Moor Park and Community Orchard

No discussion.

10. Wider Wingrove (Waste reduction and management, local carbon emissions reduction, community events)

AF proposed that some planters with pollinator-friendly planting could be provided on the new traffic safety build-outs on Wingrove Road. This was accepted as a good idea by the board. **Action: AF to contact Wingrove councillors to propose.**

AF raised the idea of a 'Wingrove Spring Clean' action focussed on the Old Quarry Field near Cowgate. This could be an opportunity to bring in new members in that part of the Greening Wingrove area and to empower new volunteers.

**Action: KS to add to agenda for next meeting.**

11. A.O.B

Upcoming events:

- Planting session: 12th of March in Nuns Moor Park
- Big Bike Party: 12th of April, Bike Garden
- Blossom Time event, 10th of May in Nuns Moor Park.

Date of AGM: **the 14th of April was mooted as a potential date for the 2025 AGM.**