

WOODLAND PARK COMMUNITY GROUP
Registered Charity No. 1089740

ANNUAL GENERAL MEETING 2022-23
Saturday 18 November 2023 at 11am
St Leonards Church meeting room, Bursledon

MINUTES

Present: Trustees - Lin Essaye, Steve and Rachel Porter, Eric Reed, Tony Osmond, Alan Mather

In attendance: Liz Reed – Minute secretary

1 CHAIR'S WELCOME & OPENING REMARKS

The Chair, Lin Essaye opened the meeting by thanking everyone for attending and also thanked St Leonards Church for the use of their meeting room.

Lin confirmed that Diane Andrewes had resigned from the Group as a Trustee in September. It was suggested that a card be sent thanking Diane for her considerable contribution to the WPCG and regret at her departure.

Lin also expressed the view that 2022/23 had been a positive year for the Group with some notable achievements.

2 APOLOGIES

None (all current Trustees present).

3 MINUTES OF 2021-2022 AGM

The minutes were agreed unanimously as being a correct record.

Proposed Alan Mather Seconded Steve Porter

Steve will upload Minutes to Group website.

3.1 Matters arising from the Minutes:-

11.1 Rachel circulated draft Equal Opportunities & Safeguarding Policy for Trustees to consider and comment on with a view to accepting the Policy at future committee meeting.

11.2 Raise funds – defer this until we can apply for possible grants. Keep active for discussion at future committee meetings.

11.3 Inclusion of community – progress has been made by liaising with the Church eco group and interested local residents.

11.4 Management Plan – have continued to implement aspects of the woodland management plan and have also installed some bird boxes.

11.5 Bird survey has been undertaken for 2 years now. Not necessary to continue on regular basis, but maybe survey at 2-yearly intervals. Lin circulated Bird Report which included list of bird sightings recorded.

Liz was thanked for taking the Minutes over the year.

4 ANNUAL REPORT June 2022- June 2023

The Hon. Secretary, Eric Reed, presented the Annual Report, which gave brief introduction to Woodland Park. He set out the activities undertaken, such as work days, inspections and bird observations, general maintenance of the Park and regular committee meetings.

Eastleigh Men's Shed had helped repairing bridge and boardwalk.

Eric thanked all for helping on workdays, he feels we have a successful regime. We need to make new level path for which we would need funding.

4.1 Matters arising from Annual Report:

Alan reported that in order to raise more awareness, he had tried to change our Facebook from 'private' to 'open' but this is not as easy as he thought it may be. We would have to open a new Facebook group account to do this. Agree that this would be considered at committee meeting.

Eric was thanked for his Report.

Proposal to accept the Annual Report Proposed Tony Osmond Seconded Lin Essaye

5 ANNUAL ACCOUNTS 2022-2023

The Hon Treasurer, Alan Mather presented the account for financial year 26 June 2022 - 25 June 2023. He reported that the only income received has been the generous donation of £600 from David Chun. The year end balance was £443.03. The only outgoing for this financial year was the insurance payment of £363.05.

Alan was thanked for his work as Treasurer.

Proposal to accept the Annual Accounts Proposed Tony Osmond Seconded Eric Reed

6 ELECTION OF TRUSTEES/MANAGEMENT COMMITTEE: (no fewer than 6 and not more than 12)

All existing Trustees Lin Essaye, Tony Osmond, Steve Porter, Rachel Porter, Eric Reed and Alan Mather were willing to continue.

7 ELECTION OF OFFICERS:-

7.1 CHAIR: Lin Essaye

VICE CHAIR: Steve Porter

HON SECRETARY: Eric Reed

HON TREASURER: Alan Mather

7.2 Other Roles:

Web Administrator: Steve Porter

Facebook Administrator: Alan Mather

Woodland Park Maintenance Co-ordinator: Eric Reed

Minute Secretary: Liz Reed

All Officers were willing to continue

Proposal to vote en bloc Proposed Rachel Porter Seconded Tony Osmond

8 APPOINTMENT OF MANDATE SIGNATORIES:

Continue with existing signatories - Lin Essaye (Chair), Eric Reed (Hon. Secretary), Alan Mather (Hon. Treasurer).

Proposed Steve Porter Seconded Rachel Porter

9 CONSIDER and vote on any MOTIONS - No new motions proposed.

10 PROGRAMME OF QUARTERLY MEETINGS/WORKDAYS FOR 2024

Provisional dates for 2024:- 1st Saturday of month as follows:

March 2 June 1 September 7 December 7

11 AGREED ACTIONS FOR 2024:

11.1 To review the group's existing policies and develop additional policies as required to meet obligations, to include data protection.

11.2 To raise funds to pay for public liability insurance, maintenance works and materials, including signage, bench and other accessibility improvements.

11.3 Continue to seek more involvement from the community and other groups in the upkeep, management and use of Woodland Park.

11.4 To continue the implementation of the Management Plan and Tree Survey.

Maintain 3-monthly work programme and consider improvements to glade area.

Ideas put forward –

- 1) Alan suggested there is a fallen tree which could be moved and used as a seat.
- 2) Tony commented that there is a company which produces benches made from old tyres; so recycled and very durable. This could be included in application or Grant from EBC.
- 3) General improvements could involve wildflower planting.

11.5 Continue to look out for any new species on visits and put up nest boxes. Monitor activity in recently deployed bird boxes and their installations.

11.6 To establish a membership system and appoint a membership secretary.

12. AOB - None

There being no further business, the meeting was closed at 12.15 and the Chair thanked all for coming.

Signed