

Friends of Palewell Common & Fields

Minutes of Meeting held on Wednesday 11th June 2008.

Present: Jacqueline Pattison (in the Chair), Robin Laidlaw, Bernard Adams, Dhun Kenny, Sally Troen, Tony Dowson, Angela Howorth.

1. Apologies for absence: Francis Rowland, Rikki Marks, Victoria Webb, Andy Sutch, Dilys Zeegen, Chrissie Proctor, Nicola Meakin, Penny Cowell, John Holroyd.

2. The Minutes of the Meeting held on 30th April, 2008 were approved.

3. **Open Meeting held on 5th June 2008.** It was agreed that the Minutes were accurate and correctly reflected the matters covered and the issues raised. The Chairman will ask Rikki Marks to put a précis of the minutes on the website and to incorporate Yvonne Kelleher's reply to the issues raised.

Robin Laidlaw asked that the concerns raised at the meeting be considered by the Committee. The following matters were discussed.

- a.. The Paddling pool needs to be cleaned. Jacqueline will e-mail Gaye
- b. There should be a sign erected stating that parents/carers are responsible for the safety of their children.
- c. There should be a known point of contact for Neil the on site Park Attendant.
- d. Public Liability was raised: Jacqueline Pattison confirmed that events organised in partnership with the Council were covered by Richmond upon Thames's Public Liability Insurance. Bernard confirmed that he had done a risk assessment with Gaye Galvin for the Love Parks Day on Sunday 15th June and that the Council were happy with the arrangements.
- e. Jacqueline Pattison confirmed that the Council will clear the Tramp's rubbish in the woodland and she was meeting a Council official to arrange this.
- f. Concerns were again raised about vandalism particularly with regard to the recent incident when one of the picnic tables had been set light to and the fire brigade had to be called. Some concern was expressed that the Neighbourhood Watch Team was not able to be as high profile as some residents might wish.

4. **Newsletter:** It is planned to produce a Website Newsletter four times a year (roughly quarterly). A paper copy will be available for those Friends who do not have access to the internet. Membership Application forms will ask people to state if they require a printed copy and Dhun Kenny will keep a list and ensure that they receive their copies.

5. **Website:** The Chairman welcomed Tony Dowson and thanked him for all that he had done to create the Website for the Friends – www.palewellcommon.org.uk – it is a great success and a brilliant achievement. The Committee added their congratulations and expressed their gratitude.

Tony asked the Committee for their views on access to the Notice board, currently the Notice board is for the Committee. Access to the Notice board is a way of highlighting major concerns. On balance it was agreed that there should be a private message board for members, with a password for access, and a separate Visitors book for non members. Any messages that appear will be checked by Tony, there will be a disclaimer put on the site and during Tony's absence on holiday he will freeze the site to ensure that the site is protected.

Additional suggestions were that entries be made for football and cricket on the public part of the page. Robin pointed out that equipment such as rollers and possibly sight screens might be needed for cricket. Robin mentioned that Andy Sutch, the Treasurer, was investigating the use of volley ball on Palewell. Lack of a pavilion is a problem. Bernard will speak to Colin Sinclair who is responsible for sport at Richmond Council. It was pointed out that Sheen Town Football Club play in Richmond and might be encouraged to play in Sheen.

6. Membership: The Annual Membership runs to August 2009. Dhun Kenny reported that 25 new members had applied which was very encouraging. Jacqueline Pattison confirmed that a bank account is now up and running. Dhun is going to put some Membership forms at the kiosk on Sunday 15th – Love Parks Day – and also do a 'drop' of forms to houses in the immediate locality. She will enclose membership forms with the membership cards for new members to pass on to local friends. She is also going to distribute membership forms to the parents of the children who play football on Saturday mornings. Members must present their membership cards to ensure that they receive the discounts on offer. Robin emphasised that people should be aware that the discount is as a result of the Friends. It may be that Peter Dunning and his staff will keep some sort of record of the use of the cards. Jacqueline thanked Duhn Kenny for all her hard work as Membership Secretary and also extended warm thanks to Robin's wife Sue for her help particularly at the Public Meeting.

7. Love Parks: Bernard Adams thanked Robin for the publicity notices he had prepared for the event on Sunday 15th June. The Sports Shop will display a notice which will hopefully attract some young people to come and take part in the Boules and Tennis events. He again confirmed that the risk assessment had been carried out and was fine. They had asked Peter Dunning if he required any help with refreshments but he was happy to sort that out. It was agreed that it would be sensible to have a central point of contact for registering applicants for the tennis coaching and Sally Troen agreed to set up a table and be that point of contact from 2.30 p.m. onwards.

Bernard is going to ring local friends to try to encourage support for the events and to publicise the non-sporting element, namely The Nature Walks.

Jacqueline told the Committee that the loos have now been partially refurbished and the walls tiled. She congratulated Robin for all his efforts in achieving this in time for Sunday 15th June. Hopefully next year the Pavillion will be open which will encourage more visitors and produce a larger show. The Chairman thanked Bernard for all his efforts in preparing the day.

8. Matters to take forward: Update on the Pavillion.

9. Date of Next Meeting: Tuesday 15th July.

