

Registered Charity Number: 200846

**Master Park – AGM – Wed 13<sup>th</sup> July 2022**  
**Chair's Review of 1<sup>st</sup> April 2021 – March 31<sup>st</sup> 2022**

## AGENDA

### 1. INTRODUCTIONS -

- a. Pammy McNaughton – Chairman & Tennis Representative
- b. Bob Pitt – vice chairman – trees, park repairs & garbage
- c. Tony Batchelor – park repairs & maintenance, trees & playground
- d. Ian Beagley – Football representative
- e. Phil Trayner – Cricket representative
- f. Amanda Starr – Treasurer
- g. Robert Sayer – Legal advisor - apologies
- h. Gilbert Kearns – Trustee
- i. Alex Campbell – Trustee has resigned due to family & work commitments
- j. but we are lucky enough to have Cathy Emmott step up to the plate and offer her wide skill set and enthusiasm as a future Trustee (if she is voted in!)

Pammy McNaughton -

Before I get to the Agenda there are a couple of things, I'd like to say...

- a) Clare Heaton – our secretary & my friend – died suddenly in November which was a great shock and extremely sad
- b) And then a couple of months ago, Anne Rivers died suddenly .... I particularly want to pay tribute to Anne because the Park owes her so much ... she championed our Pavilion Project to the Parish Council for CIL funding, and we received £90,000 from them..... this kicked-off our fundraising. Not only was it a lot of money but it then put us in the bracket of an “important project” that other grant-funders would take seriously so we owe Anne a great debt of gratitude

### 2. APOLOGIES –

Jackie Wren, Andrea Muir, Sam Baird, Robert Sayer, Leslie and Serena Probert and Pippa Bridges.

**Present:** - Pammy McNaughton, Ian Beagley, Tony Batchelor, Bob Pitt, Gilbert Kearns, Phil Trayner, Amanda Starr, Robert Sayer, Cathy Emmott, Roger Thomas, Rita Fitzgerald. Madge Westerman, Cathy Emmott, Peter Giles, Kay Brannan, Donna Hayter, Jo Clark, Derek Clark, Ian Barney, Gill Batchelor, Chris Kearsley, Catherine Sayer, Terry Dillon, Claire Dillon, Jean Inker

### 3. **MINUTES from PREVIOUS AGM – JULY 17<sup>th</sup>, 2021**

may I have a proposer to agree these minutes –

Proposer **Rita Fitzgerald** Secunder **Peter Giles** vote from the floor in favour - **unanimous**

### 4. **MATTERS ARISING from the 2021 MINUTES**

a. matters arising will be addressed in the Chair's Report

### 5. **TREASURER'S REPORT – Amanda Starr**

Full accounts to 31<sup>st</sup> March 2022 were filed with the Charity Commission on 11<sup>th</sup> July 2022. They have been independently examined and signed off by Roger Thomas, our independent auditor.

Each year's audited accounts are posted on the website for public view

Question from attendee: Why such a jump in litter collection? Pammy answered – due to more use following lockdown. Number of friends? This will be discussed later in the meeting.

6. **APPROVAL of ACCOUNTS** – Please may I have (The Chair asked for) approval for the 2022 accounts

Proposer **Jean Inker** Secunder **Peter Giles** vote from the floor in favour - **unanimous**

### 7. **APPOINTMENT of INDEPENDENT EXAMINER**

Roger Thomas has agreed to do this next year for us.

Proposer: **Cathy Emmott** Secunder: **I Beagley** vote from the floor in favour - **unanimous**

### 8. **CHAIR'S REPORT**

The most significant thing that I have noticed since lockdowns stopped.... are the more and varied groups of people that the Park is appealing to wider number of people all the time.... It really is as if the local community is more appreciative than ever, that they have a park in the very centre of town.

Also, I think the message is slowly but surely getting "out there" that we are a charity and not funded by the council (this is probably due to the many social media outlets we now use to get our message across)

I am proud to be the chair of this hard-working and passionate committee who strive to deliver a park that welcomes everyone & anyone ... this is delivered by us following the doctrine of Mr Charles Hoskins Master when he gave this piece of land to the community, stating that no political, religious or propaganda events should take place, thus making it a Park for everyone.

## Things we have done during this last year

### 1. Communication –

- a. We constantly create posts on Instagram, Facebook & our website to keep the public up-to-date with what is going on in the park.
- b. We are given space each month by the local magazines, The County Chronicle, RH8 magazine and the Oxted Local to inform the public of upcoming events and points of interest. I should like to say a BIG thank you to these 3 editors for their generosity & kindness
- c. We keep our noticeboards up-to-date with information for park users
- d. We have a new and easier-to-navigate website which is constantly updated with information for the community

### 2. **100 Events** - We have introduced a new initiative called **“100 events for 100 years”** ... this was the brainchild of Roger Thomas to celebrate our 100<sup>th</sup> birthday (which is next year) and has already given us some new types of events that people are really enjoying.

It has a couple of purposes...

- i. Firstly, to introduce new people to the park and to introduce the community to local businesses/classes/organisations that they may not know are on our doorstep
- ii. Secondly, to encourage residents to become “Friends of the Park” with an annual donation

### Here are some of the FREE events we have already had: -

- a. Treasure Book Hunt around the Park for Children
- b. Easter Egg Hunt for u11s
- c. International Cocktail Day on the Park .... this was so successful we now enjoy Cattle & Cocktail Pop-Up on every other Friday (it has been so lovely seeing people on blankets and enjoying the evening sun
- d. International Tea Day with a talk on world teas from expert Steve Jones and then a vintage afternoon tea supplied by Ali’s Vintage Hire
- e. The Original Dog’s Breakfast where we were sponsored by Morrisons with hot drinks & snacks for everyone and Knights garden centre with treats for the dogs
- f. Picnic on the Park by the Parish Council which was a huge success
- g. Yoga on the Park by Nancy Kaitsi
- h. And there are many more to come throughout the year so please keep an eye on the noticeboards and the website.

**NOTE: For our centenary, we are offering the Park at no charge for charities, local businesses, and individuals (as long as they, themselves do not charge) so if you would like to hold an event or evening (or know someone who would) please speak with me afterwards**

- i. We were thrilled to welcome back the Oxted Festival this year, after a 2-year absence. Apart from it being hugely popular with thousands of people & families for those 3 days, it is the MAIN reason the Park survives! Without the rent paid by the Festival we would struggle to continue so we are thankful for their presence and long may it continue.

- j. We also enjoyed the return of the Oxted Rotary Pram Race after its 2-year hiatus and the town went nuts seeing it again.
  - k. Titsey Rotary have been able to hold both of their Boot Fairs this year, again an invaluable source of income for the Park. **We are grateful that these 3 big events, choose Master Park as their venue, thank you.**
3. **“Friends of the Park”** - Public donations are very much appreciated but it continues to be disappointing that so few Oxted residents contribute. There are over 11,000 residents in Oxted, but we have only **129** regular donors!!
- a. in order to attract more Friends, we have created a new scaled structure of membership: - Beech, Chestnut, Maple & Oak all with different levels of offers and information from us. We are hoping that this will re-excite people about being a Friend

## Things we still have to do

### *Sustaining the Park*

1. As always, it is hard to raise funds to keep the Park looking good – hence why we are working flat out to continue our fundraising towards our Pavilion Project
2. As Amanda has mentioned, our main revenue streams are from events, the sports clubs, donations, Friends of the Park, and the generous help from TDC who cut our grass & the Parish Council’s grant aid which helps with our maintenance costs such as litter picking
3. Even though we lost almost all our events during the previous 2 years, we were able to generate some income by having a variety of classes, that could no longer operate indoors, and so chose to teach their classes on the Park - such as
  - Outdoor Pilates, Fitness Classes, Boot Camps, Whoop Classes, Little Kickers,
  - Junior Football, Zumba Classes, Buggy Fit for mothers & babies, & Rugby Tots,

## Other Park Issues

**Trees** – with the help from Titsey Rotary donations from their Boot Fairs we will be planting 5 new trees in Sept/Oct to replace fallen and end-of-life trees

**Garbage** – the park has never looked better, and this is due to

- our new groundsman, Paul, who does a fabulous job each day. Since he has started, he (and we) are complimented daily on how good everything looks
- our many Duke of Edinburgh students that volunteer to pick up litter for us
- Oxted Beavers and Oxted Explorers who litter-picked and cleaned our garbage cans (I love that it proves how great the youth of today are and only a minority give teenagers a bad name)
- and lastly, our many & often unknown park users who pick up as they enjoy the park ... we are appreciative and grateful to them all.
- The town has gone through a spate of anti-social behaviour with glass being shattered by catapults and bottles being smashed.

- Titsey Rotary bought the Park an outdoor hoover last November which has already been put to good use in the playground and grassy surround .... Unfortunately, the tennis floodlights were being catapulted out as well, so Paul was able to use the hoover to collect the small shards of glass therefore avoiding injury to kids & dogs. So again, very grateful to Titsey Rotary.

**Benches** – thanks to Anne Rivers, again, as she had seen a link for a Queen’s Jubilee Bench and suggested we might want to do this to celebrate the Jubilee .... It is beautifully engraved, with a brass plaque and was installed at the head of the Park by the memorial, in time for that glorious jubilee weekend.

We have also installed 2 more memorial benches that were paid for by their loved ones and these are by the children’s playground and are used all the time.

### **Gates**

It is important that we have a secure Park which is why we lock the gates each evening. This is to stop unwanted people setting up camps or homes on the Park as well as to deter drugs being sold in the car parks. Luckily, we have a squad of residents, trustee volunteers and the sports clubs who lock the gates every night and to whom we are very grateful. We have recently changed the wording on the car park signs to read “Closed at Sunset or thereafter” as there was too much ambiguity with “Closed at Dusk”.

**Playground** – We have inspection surveys carried out each quarter by our Playground company in orders to flag up any issues that need to be addressed. Parents are also very good at letting us know if there is an issue and we are then able to deal with it straight away.

We are spending £4,000 on maintenance and Tony Batchelor is in the process of researching costs for creating a smaller area within the playground for under 3s ... there is a need for this younger age group, and we expect this to cost around £5,000. Titsey Rotary are interested in using their donations from this year’s Boot Fairs towards this.

### **Security**

We have added new CCTV to cover the playground and tennis end car park.

## **9. NEW PAVILION**

For those that may not know, we are in the process of building a new Park Pavilion – this will be a multi-use building to serve the wider community as a whole, along with serving the needs of individual sport and leisure activities culminating in generating an income to secure the future of the park. It will have rooms for meetings and gatherings as well as for classes & clubs such as yoga, pilates, bridge etc ... whilst also meeting the high requirements now needed for the Football & Cricket Clubs

**Timeline** - The timeline has had to be adjusted ... originally, we had planned to start this September. As has happened with so many nationwide projects, covid has slowed all processes down so we had expected to have all our funds in place by now. The timeline will depend on the success of our fundraising

**Fundraising** – Before going into the main topic, I would like to say a big thank you to Master Close Freeholders who, without even asking, have been choosing the pavilion as their charity of choice for the last couple of years .... we are very very grateful.

However, our overall course of action is more daunting ...we have been working tirelessly for the last 17 months in our application to SCC's Your Fund ... we made our initial bid, which they approved and so we were asked to submit a full application ... because we are a large project and asking for a large grant of £1 million, we are now doing extra reports for them. We hope this will all be reviewed at their next panel session in September and that we will get a positive result. Off the record we have been told that they, too, think of this as an important project for the community and that they like it, but this is no guarantee of receiving our requested amount.

Also, in September/October, we plan to hold fundraising evenings with local businesses, companies and individuals hoping to secure further donations. If you have a business or group of people who you think would be interested in helping us, please speak with me afterwards.

## **OVERVIEW**

- a. We have multiple working sub-groups with highly professional people volunteering their time (I am not sure they realised just how much time this would be so again, **HUGE** thanks to them all and the skills they bring to this project).
- b. These sub-groups include planning, design, environmental, sustainability, security, costings, fundraising, tendering, construction, and project managing.
- c. Time Frame – we are hoping that the build will start in the spring of 2023 (although this will depend on the success of our fundraising), with an opening in the Fall of 2023 to celebrate the 100<sup>th</sup> anniversary of Master Park
- d. To give you a sense of what the new Pavilion will look like, a CGI animation video is available to watch on our website.... Scroll to the bottom of the home page.

**Thank you for listening**

## **10. ELECTION of TRUSTEES**

I should like to ask for a proposer & seconder to nominate the following as Trustees: - Tony Batchelor, Bob Pitt, Gilbert Kearns, Cathy Emmott.

Proposer: **Ian Beagley** Seconder: **Ian Barney** vote from the floor in favour - **unanimous**

## **11. Any Other Business**

- 1. Jean Inker - attendee states she is new to the area and thinks the park is fantastic and says a big thank you to everyone.**
- 2. Chris Kearsey attendee - Lots of things for the young people to do. What for older people. Suggestion – not a popular game now, but years ago at the bottom end of the park there was talk of a bowls green.  
Pammy replied: This is on our Trustee agenda every year but there just aren't enough funds for it. Chris Kearsey commented that once it is up and running it will be self-financing. Pammy replied that the initial costs to build it are not available at the moment but hopefully in the future. Bob Pitt – with a bowls club, it would need to be maintained so would need a club to run and maintain it**
- 3. Pammy then outlined some of the additions which the Trustees want to implement when we generate more revenue from the new pavilion: –
  - a. trim trail around the park (similar to Hurst Green)**
  - b. path around the perimeter of the park for walking, wheelchairs, buggies**
  - c. band stand for acoustic music afternoons & evenings with people bringing their chairs & picnics****
- 4. Ian Barney - suggested “Our vision for the park in 20 years’ time” and include all the ideas we have once we have the money – this is an excellent idea to give to SCC as part of the YF submission.**
- 5. Tony Batchelor – hoping the pavilion will bring in funds to improve and extend the playground area.**
- 6. Chris Kearsey – asked why there is advertising on the cricket gazebo? Pammy explained that we allow some advertising whilst games are being played to assist the clubs with their income. This may or may not be a short-term solution.**
- 7. Pammy – any banners put up around the park are cut down/removed. Banners are only permitted prior to events using the Park and only to advertise what their event is e.g., Pram Race, Boot Fair, Beer Festival, Fun Fair etc**
- 8. Catherine Sayer– congratulated Trustees on the good job they do. A lot of people still don't know it's a charity and think it is council-owned. This is because most parks nationwide are owned by councils and are run by councils. Pammy replied that we are continuing to spread the word (and also that TDC probably wouldn't be able to afford to run the Park!)**
- 9. Suggestion of a sand pit for boules – Pammy – Dogs would use this as a toilet!**
- 10. Phil Trayner – community groups should volunteer information to let us know what facilities they want – this could help towards the vision for the park. Community should come forward with ideas.**

Lastly, I would like to give a special mention to all those that help make this Park special

- To all the Trustees who volunteer their valuable time & skills
- To Tandridge Council for the grass cutting
- To Oxted Parish Council for their annual grant
- To the Titsey & Oxted Rotary Clubs for their continued support and generosity each year
- To the residents who lock the Park gates each night
- And lastly to the general public for picking up litter and informing us of any problems!

We assume you all enjoy Master Park and feel as strongly as we do that this is a special piece of land that we are lucky to enjoy in the heart of our town ... and definitely worth working hard for!

The meeting finished at 20.15hrs.