

**FRIENDS OF HAILEY PARK
MINUTES OF THE MEETING HELD AT LLANDAF NORTH RUFC
4TH MARCH 2009 AT 7.30 PM.**

PRESENT.

CHAIRPERSON. Stephanie Wilkins

SECRETARY. Derek Kinsey

COMMITTEE. Penny Bowers, Sarah Lewis, Sylvia Ward, Paul Rock,
Ian Roberts, Donella Smith,

PARK RANGER. Gareth Stamp

TEACHER. Meriel Jones

ITEM	PAGE 1 OF 4	ACTION	DATE
1.3.09	APOLOGIES. Gordon Hann, Birte Langfeldt.		
2.3.09	MINUTES OF LAST MEETING. The minutes of the last meeting were read and it was noted no record had been made regarding the discussion concerning the poorly maintained playground equipment. The correction was subsequently included in AOB (xiii)		
3.3.09	<p>MATTERS ARISING.</p> <p>3.1.09 Scansis Mini Pitch. D.K. was instructed to contact co-ordinator Malcolm McNulty, check on progress of the scheme and feasibility of a resident's meeting. The official responded by stating that, as there had been a significant majority in favour of the proposal, a meeting was unnecessary. Tenders had been circulated to contractors with a completion date in late spring.</p> <p>6.1.09. (i) Welcome Signs. First sign now in situ at Ty Mawr Road entrance. Gareth Lewis to quote for further and will be paid for from group funds.</p> <p>6.1.09 (ii) Cycles Report. Gareth Stamp was instructed to enquire why FOHP were not invited to attend the Sustrans meeting on pathway improvements. Conclusion was that our presence was not considered essential at this stage, no rebuff was intended simply a question of normal council practice.</p> <p>6.1.09 (iii) Cherry Trees. Most of the replacement trees have now been planted with the remainder for completion by pupils of Hawthorn Road School under supervision on 12th March at 1.30 pm. DK to e-mail local councillors with invitations to attend.</p> <p>8.1.09 Directional Signs. Paul Rock confirmed that he had e-mailed Cllr. Ann Rowland-James on this issue but after several attempts, has yet to receive a response. SW confirmed the issue is on the Llandaf North Residents Association agenda.</p> <p>8.1.09 Management Plan. Gareth Stamp confirmed that the plan is in the process of being written.</p> <p>8.1.09 Information/Display Notice Boards. Appropriate types have been selected from brochure and e-mailed to committee.</p> <p>9.1.09 (v) The purchase of two large flasks for workday beverages was approved.</p> <p>9.1.09 (x) Volunteer Group. DK confirmed that required details regarding council contacts had been forwarded. Process to be repeated using intermediary Andrew Rockey.</p>	D.Kinsey	Follow Meeting

ITEM	PAGE 2 OF 4	ACTION	DATE
4.3.09	<p>TREASURER'S REPORT. Treasurer absent. DK instructed to e-mail and request that accounts be completed and forwarded to auditors.</p>	D.Kinsey	Follow Meeting
5.3.09	<p>BRIEF REPORTS.</p> <p>(i) Scrutiny Committee. Stephanie Wilkins reported that no formal minutes were to hand.. FOHP group input considered informative and helpful with particular emphasis placed on agreeable close participation between the group and the park rangers, most essential for objective attainment.Some Friends Groups declined invitation to take part.</p> <p>(ii) Friends Forum Meeting. Donella Smith reported on this meeting of Wednesday, 11th February. which was very well attended. Talks were given by Lucy Prior of Keep Wales Tidy and Jo Evans of the Countryside Council for Wales both offering constructive assistance by way of grant funding to groups. Because of the VAT implications, all grant applications should be made through the council who are registered and can therefore reclaim.A member of the Fire Service Arson Reduction team gave an informative talk on their activities particularly involving the Plymouth Woods Group.Direct councillor involvement in activities of groups remains a contentious issue.</p> <p>(iii) Taff River Corridor Conference. Penny Bowers attended and reported on the conference held 4th Feb.Many different projects under review including coastal path and art projects with funding available for the latter.Feasibility study in progress on possible link between Ely and Taff Trails with report issued in March Taff Corridor website to be launched within a few months. Cardiff Council Local Development Plan now completed and draft to be submitted to scrutiny committee.</p> <p>(iv) Other. Gareth Stamp reported on a training course attended in Doncaster concerned with establishing Friends Groups by other local authorities.Cardiff is excelling with the number formed, thirteen in total with a further two in the process.The importance of a viable constitution was stressed with networking and regular exchanges advocated.</p>		
6.3.09	<p>PARK ISSUES.</p> <p>(i) Green Flag/Pennant and objective setting. The Chairperson presented the draft report submitted by John Ridgewell/ Civic Trust.The report comprised an introduction followed by a detailed analysis of the park environs under the following sub-headings with recommendations on how to improve standards to meet the necessary criteria.</p> <ul style="list-style-type: none"> a) A Welcoming Place b) Healthy, Safe and Secure. c) Clean and well maintained. d) Sustainability. e) Conservation and Heritage. f) Community involvement. g) Marketing h) Management. <p>It was agreed that the group's current objectives are contained within the framework of the publication .Certain points identified by the examiners were considered debateable, however, their advice was accepted with due deference granted, having regard for their knowledge and expertise.</p>	S.Wilkins	Follow Meeting

ITEM	PAGE 4 OF 4	ACTION	DATE
6.3.09	<p>PARK ISSUES.(CONT.) Green Flag / Pennant assessment and objective setting.</p> <p>COMMUNITY INVOLVEMENT. Page 6 / Line 3. It is the intention of the group to conduct a year long consultative survey. Recommendations. Customer satisfaction surveys especially relating to events.</p> <p>MARKETING. Recommendations. Production of publicity leaflets with creative and financial assistance(Lynn Dunn) The expression “ examine marketing evaluation mechanisms for future introduction” defied interpretation.</p> <p>MANAGEMENT. General agreement with findings with no alterations necessary.</p> <p>APPENDAGE. The following improvements were agreed necessary. (i) A welcome sign to be installed at south entrance. (ii) A further notice board to be installed adjacent to large playground. (iii) Information and map boards to be installed at main entrances. (iv) Edging stone on roadway to changing rooms requires repair.</p> <p>CONCLUSION. Report did not appear to be too critical but generally praiseworthy with short, medium and long term recommendations very attainable.</p>	Short Term Short Term	
7.3.09	<p>FOHP ISSUES. (i) Website Penny Bowers has arranged a meeting with the technical advisor Sunday, 8th Mar. (ii) Newsletter. Chairperson reported on completion of the publication, distribution by e-mail where appropriate and hard copies by hand targeting in addition libraries,surgeries, vets practices etc. (iii) AGM. (iii) No firm arrangements to date.Possible invitations to Chris Segar,Julie Morgan, Peter Howe.Power point presentation showing photographic record of the group over the last two years suggested. (iv) Other FOHP Issues. It was noted that planning consent had been given in respect of redevelopment of the “ Boathouse”on Radyr Court Road.DK instructed to enquire if Section 106 funds are available under this scheme.</p>	S.Wilkins D.Kinsey	Follow Meeting Next Meeting
8.3.09 9.3.09	<p>AOB. (i) Severe degrading of grass verge near larger playground area .Deeply rutted, very muddy and potential hazard.Gareth Stamp to investigate.</p> <p>DATE AND TIME OF NEXT MEETING. - AGM WEDS. 1ST APRIL AT 7.30 PM.</p> <p>Meeting closed 9.27 pm</p> <p>D.Kinsey Secretary</p>	G.Stamp	Next Meeting