

# Friends of Kings Park (FKP) Committee Meeting, 17<sup>th</sup> June 2024

Held at 6.30pm at the Allan Park Hotel

## APPROVED MINUTE

### 1. Welcome and introduction

**Present:** David Leslie (Chair), Neil Fairweather (Vice-chair), Wendy Garcia, Hector Currie, Marguerite Nugent, Neil Ross, Sue Beach. **Apologies:** Gordon Campbell (Treasurer). **Minute taker:** Hector.

### 2. Minute of committee meeting, 15<sup>th</sup> April 2024

The draft minute was **agreed** as a correct record and approved as the minute of 15<sup>th</sup> April 2024 committee meeting. It was decided to change the approval procedure to reduce the timescale between the draft minute and its subsequent approval.

**ACTION: David and Hector:** on receipt of the draft minute, David to check and email it for approval by the committee and to record the result.

### 3. Matters arising from minute of 15<sup>th</sup> April 2024 not on the agenda

**Item 3:** Circulation of the annual report and accounts to the committee has still to be carried out.

**ACTION: Gordon.**

**Item 9.1:** The use of *WhatsApp* by its group members for informal communication about park activities was considered satisfactory. No additional clarification required.

### 4. Finance issues

**1. Current position.** Information from Gordon indicated that our funds stand at £3481.

**2. Donation facility via the website.** Neil F reported on a method for allowing donations to be made to the Friends of Kings Park using our website. It would require working with a third party intermediary (such as the Charities Aid Foundation.) It was **agreed** this could be a useful addition to our fund-raising activities.

**ACTION: Neil F** to take forward and set up the procedure and report back on conclusion.

**3. Potential grant applications.** Neil F presented a paper setting out a list of possible grant-giving organisations to whom it may be suitable to apply to for grants. It was agreed the *Parks4Life Community Fund* was most suitable in the short term. Ideas would be required.

**ACTION: Neil F** to circulate the committee with the details and weblinks of the grant funding options.

**ACTION: All committee members** to forward possible proposals to Neil no later than **30<sup>th</sup> June**.

Thereafter, a decision to proceed or not, would be made by the committee. Neil was thanked for his research and work.

### 5. Member recruitment and marketing

Wendy presented a paper setting out a draft framework for attracting new FKP members and volunteers. The paper provided valuable guidance on ideas for creating a fact sheet, welcome kit, expanding our communication channels and promoting events and special projects. It was **agreed**:

**1. ACTION: Wendy** to scope the content and costs for producing a volunteer welcome pack, and publicity materials, and to contact the *Stirling 900* organisers about promotion of any events we may hold, such as another mosaic history walk or a writing event.

**2. ACTION: Neil R** to re-check with Craig Wilkie if there was any information about a ceremony for the re-opening of the upgraded tennis courts.

The paper was also recognised as a platform for building a bank of potential projects and activities. Wendy was thanked for her research and work.

### **6. Survey of park users (Stirling High School)**

Sue reported on her contact with Stirling High School. Through liaison with a geography teacher, senior Higher Geography students had drawn-up a survey, which was currently underway, to seek park users' views about the park. The draft survey was very good.

**ACTION: Sue** to follow-up with the teacher to obtain the results for circulation to the committee. Sue was thanked for contribution.

### **7. Health and Safety draft guidance**

Drawing on guidance from the Scottish Council for Voluntary Organisations, Neil R presented a redraft of health and safety guidance for FKP volunteers and committee members working in the park.

Two changes were agreed: **(1)** reference to '*training will be provided*' was amended to: 'training will be *available* where necessary' **(2)** reference to '*you must have a mobile phone*' was amended to: '*you should* have a mobile phone'. The revised health and safety guidance was approved. Neil R was thanked for his analysis and work.

**ACTION: Neil R** to complete the revised draft as approved.

**ACTION: Hector** to draft an introduction to the guidance before it is distributed to FKP members.

**ACTION: Neil F** to place guidance and introduction on the website.

### **8. MSP Evelyn Tweed to visit the park**

David confirmed that our MSP will meet the Friends of Kings Park on **Wednesday 12<sup>th</sup> July**. David, Sue, Neil R and Marguerite indicated their attendance; others interested should contact David. Topics, projects and the kind of 'message' we wish to convey need identified.

**ACTION: All committee members** are invited to give David their views by the end of June.

### **9. Items for noting**

Progress on FKP's various projects and activities between April and June is summarised in the appendix (page 3).

### **10. AOB**

**1. St. Ninians Primary School.** Wendy visited the school and gave a presentation about the public park that was well received by the pupils and teachers.

**ACTION: Wendy** to follow-up the successful introduction with a view to developing a future partnership with the school.

**2. Summer Newsletter.** David is drafting a newsletter covering our park activities since the Spring Newsletter. Wendy will produce the layout and contribute photos. *Contributions of topics and photographs from the committee and other members would be welcome.*

**Action: Wendy and David** to finalise and publish the newsletter.

### **11. Date of next meeting**

Next committee meeting will be on the 9<sup>th</sup> September with the aim of preparing for our 2023-24 AGM provisionally to be held on Wednesday 9<sup>th</sup> October 2024.

## Appendix: Friends of Kings Park Committee Meeting 17 June 2024

### Updates for Noting

**Peace of Mind Garden.** Approval was received from Stirling Council to go ahead with the repair to the pergola. Implementation of the project is being discussed between volunteers. The garden is looking very colourful, and several visitors have commented on how lovely it is to walk around. Work will continue throughout the summer.

**Toolbox and tool purchases.** The £500 “Magic Little Grant” from Local Giving and People’s Postcode Trust has been spent on the toolbox and garden tools. A final report has been submitted to the funders.

**Orchard sign and wildflowers.** The £1470 grant from Stirling Council has been spent on the Orchard display board, which has been installed. A final report has been submitted to the funders. Wildflower seeds have been sown in the orchard area.

**New areas of planting.** Emails have been exchanged with Stirling Council Land Services but no formal response. In the meantime, the 3-tier planter has been weeded and filled with plants and will be maintained by us over the summer. The parterres by the fountain at the main gate have been weeded and filled with plants including the cosmos plants grown from seed by volunteers. The parterres will be maintained by us over the summer. The Council has been informed of both.

**Stirling 900 mosaics walk.** A very successful tour of the mosaics was carried out by Lidia in May. It received media coverage in advance.

**Braehead community garden visit.** Three committee members had an arranged visit in early May and received a good overview of how the operation is managed and funded. The scale is considerably greater than what FKP could do. This is largely due to employing a part-time project officer who leads on fundraising and supervision of Council apprentices. Some suggestions were given for funding sources we could explore.

**Coronation tree.** The Provost and Lord Lieutenant carried out the official tree planting in the community garden at end of April. It received media coverage.

**Flooding at footpaths junction near the playpark.** Stirling Council Land Services arranged for the drain to be jet-cleaned and to date the problem seems to have been resolved

**Tennis courts progress.** The refurbishment of the courts is almost complete, with painting of the surfaces underway.

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