



Thursday 13<sup>th</sup> June 2019

The Kirkley Centre

**Minutes of the Annual General Meeting held at 1000 on Thursday 13<sup>th</sup> June 2019 at The Kirkley Centre, London Road South, Kirkley.**

**Attendees:** Clare Strachan, Shelley Goddard, James Hurren, Joseph Goddard, Michelle Dunnell, David Lawrence, Maggie Rayson, Richard Jolley, Linda Jolley, Amanda Frost, Matt Grafton, Alice Taylor, Peter Byatt.

**Apologies:** Andrew Davis, Malcolm Pitchers, Gordon Strachan, Louise Gooch, Maryanne Lawrence and Jaqui Hardie.

1. Clare Strachan opens the meeting with a warm welcome to those attending and introduces herself as Fen Park Friends chair.
2. Clare thanks Shelley for taking on the secretary position and all that she has done so far. Clare welcomes the new committee members whom are; James Hurren (vice-chair), Shelley Goddard (secretary) Joseph Goddard (treasurer) and Michelle Dunnell (social media consultant). All those in attendance of the meeting introduce themselves.
3. Clare reads out important parts from the constitution and discusses Fen Park Friends aims and goals. Clare informs those present that the park is owned by Lowestoft Town Council and Amanda Frost is the group's point of contact. Clare mentions the group are able to get funding through Matt Grafton from Kirkley Peoples Forum. Clare points out from the constitution about membership which is free to all people living in the Kirkley Parish and that members hold a right to vote at meetings unless under 18. Clare also states that there will be public meetings regarding the park every 2 months and she is hoping to link with local schools and the Wildlife Trust. There is a bank account set up already and the 3 signatories on the account will be Joe Goddard, James Hurren and Clare Strachan. All monies will be held in the bank account. All 5 committee members then signed the constitution, and Matt Grafton signs as a witness. A signed copy was given to Amanda Frost for Lowestoft Town Council.
4. Clare informs those present that there has been meetings held already, firstly with Amanda Frost on site where there was a few issues with regards to overflowing bins, matting around the slide had come away creating a trip hazard, 2 benches which had previously had a fire on them, brambles growing around the pump station, no life saving equipment at the back

island where the pontoons are which the water is 8ft deep. Amanda Frost had informed Lowestoft Town council of these issues and they have been acted upon or have a plan in place to be rectified ASAP.

- 4.2 our second meeting was with Matt Grafton from Kirkley Peoples Forum, Matt tells us the aim of the forum is to help improve the Kirkley area and to support residents , working closely with the Health Lottery and Peoples Health trust. At the meeting with Matt, we discussed the idea of a weekly litter pick on Fen Park and funding for committee uniform and insurance.
- 4.3 Our third meeting was on site with Mark Speller from Lowestoft Town Council and Steve Lane from the Environment Agency due to reports of many dead fish in the pond. Steve advised that there were no visible signs of pollution within the pond and the fish was suffering from a case of white spot and there are oxygen problems within the water. Clare has been testing the oxygen in the water twice daily since with a D.O kit on long term loan from the EA and reporting the results back to Lowestoft Town Council and the EA. Lowestoft Town council has acted on EA advice of aerating the pond. Clare and Shelley have been using a landing net daily to remove the dead fish of which are in reach. EA have done urgent tests by taking algae and sediment samples to the lab. Fen Park Friends and Lowestoft Town Council will be sent the results as soon as they become available. EA have advised that in long term it would be best to have a regular aeration unit within the pond. A full management plan needs to be put in place once the results are back which Fen park friends and Lowestoft Town council will liaise with the Environment agency.
5. It was discussed that as Waveney Norse empty the bins on Tuesdays, that we change our litter pick days unless Norse would be willing to change to Mondays. Our first litter pick happened on the 6<sup>th</sup> June, Fen Park Friends thank Norse for discarding the black bags of litter, and the dumped shopping trolley, bin insert and scooter. Once Fen Park Friends have sorted out insurance and have the go ahead from Lowestoft Town Council, we will be organising maintenance days.
6. Alice Taylor informs the meeting that having toilets on the grounds is one of Lowestoft Town Councils goals, but is a slow project and are still in consultations if to pull down the existing building or to refurb and are still considering ideas and plans. Linda explains a consultation was done to the local residents a few years ago but was not much interest as the residents can pop home to use their own. Matt says there is funding available through the Kirkley Peoples Forum if Lowestoft Town Council agree and could use Survey Monkey to get people`s feedback. Alice is asked about fly posting on the parks outer railings and Alice says people need permission from Lowestoft Town Council and if no permission is granted, Fen Park Friends can remove them.

6.1 Amanda Frost mentions that Lowestoft Town Council are only 2 years old and that Waveney district council had gifted the parks to Lowestoft Town Council to take care of. Fen Park Friends informs Amanda that some of the signs still has Waveney District Councils Logo on them so Amanda will inform Lowestoft Town Council that they need updating with their logo.

7. Clare mentions that due to vandalism, there is no longer any notice boards within the park and that funding for these would be useful for fishing guidelines, water safety etc and that it would be nice to have education picture boards around the park  
After a recent check by Clare and Shelley, it was noted that the peddle style play equipment needed oiling and even though the matting around the big slide had a recent repair, it is now in a bad condition again and requires attention. The other play equipment was all in good condition. Clare reports that Butterflies of Britain had approached her with a view of transforming the marsh area which would need Lowestoft Town Councils approval. Clare mentions that a few years ago the park was gated and locked overnight. Currently, the CCTV does work but the infra red does not, the CCTV can move manually.  
Shelley reports that she recently had a letter from Anglian Water about refurbishment that is due to happen on the pumping station in the park from Wednesday 26<sup>th</sup> June- Friday 12<sup>th</sup> July. The letter states at peak times there may be restricted access but they will try keep to a minimum.
8. Clare closes the AGM with a thank you to all those who attended today and for everyone's input, continuous interest and support towards Fen Park Friends.
9. The next Fen Park Friends meeting will be held at The Kirkley Centre on London Road South, Kirkley on Wednesday 17<sup>th</sup> July 2019 at 7pm.

