

## Friends of West End Play Spaces – Meeting Minutes

**Date:** Thursday 30 November, **Venue:** St Faith's Infant School, West Parade, Lincoln

**Present:** Amanda Konrath (AK), Sandra Lewis (SL), Kat Soutar (KS), Liz Price (LP), Rob Parker (RP), Kaya Bennett (KB), **Apologies:** Simon Trowbridge (ST)

### 1. Constitution

- The constitution was signed by KS and witnessed by AK and SL
- *KS to lodge the constitution with City Hall*

### 2. Bank Account

- KB is arranging a bank account with Yorkshire Bank, and is waiting to paperwork to be returned
- *KB, KS and LP will need to visit bank on Guildhall Street to sign*

### 3. Play Park Designs and Quotes

- No response received from Play Days
- Newby quote provided to AK in June 2017, with two options: (i) to clear the site and lay turf; (ii) to clear the site, landscape and install play equipment
- KS got in touch with Jonty and Wonderful Woods – both need costings and a brief, and would need site to be cleared.
- RP got in touch with Wickstead who offered a 25% discount and are happy to come to a future meeting.
- Agreed that the best way forward would be to break the costs into stages, and focus on clearing the site for now so that quotes for redeveloping the site can be compared on an equal basis.
- *RP to enquire whether Lincolnshire County Council would be willing to clear/fund the clearing of the site, as it was previously managed by the Children's Centres.*
- *LP to draft two letters: (i) for help/time, e.g. to Cory Environmental and Lindum Construction to see if they are able to assist with clearing the site; (ii) for funding, e.g. to the RAF.*

### 4. Funding

- Agreed that the group would target Awards for All and Coop Community Champion funding
- *KB to also ask at Yorkshire Bank about funding sources*
- *KS to bring the Awards for All application to the next meeting*
- SL's husband has offered to help with the grant application

### 5. Consulting on Designs

- Unlikely to be able to consult on designs before Christmas
- Ideas include using cut-out pictures of equipment, e.g. from play park brochures and internet, and asking children/parents to move them around to indicate preferred design, or use sticky dots to indicate preferred options. Consultation could take place with parents and children in the library after school.
- Also important to indicate costs of designs when consulting to ensure expectations are realistic.
- A Facebook page could also be used for consultation – perhaps to host a survey or discussion forum.

### 6. Administration of the Group

- Agreed that no online file sharing site is necessary – AK will keep a paper file of meeting records
- *RP to look into possibility of hosting agenda and minutes on County Council website*

### 7. Date of Next Meeting - 5pm, Monday 8 January 2018 at St Faith's Infant School