

# Wickersley Parish Council

## Minutes of the Winthrop Gardens Committee Meeting

held at 9am on Friday 1<sup>st</sup> March 2024 at Winthrop - Atrium

Members present: Cllrs:- John Barber (in the Chair); Chris Grimes; Pat Beighton; John Robinson; Pat Whitworth

In attendance: Anna Chester (Winthrop Organiser); Glenna Briggs; Mick Briggs; Elenore Fisher;

**478 Apologies for absence**

Cllr M Woodhead – family issues, Tony Sarjeant

**479 Declaration of Interest**

None

**480 To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted. (Under Public Bodies (Admission to Meetings) Act 1960, S1(2))**

Agreed that if any members of the public attended they should be excluded the Winthrop Development item

**481 Minutes of the meeting held on 23/11/23**

Resolved: The minutes were agreed as a true record

**482 Minutes of the extraordinary meeting held on 09/02/24**

Resolved: The minutes were agreed as a true record

**483 Matter arising from the minutes of 23/11/23 and 09/02/24 taken from the Action Log**

Several items were taken off the log as now completed:

- Café – dishwasher – no action until new development completed
- Café volunteers – noted that recruitment underway for summer season with modest success
- Garden machinery – needs now largely met due to grant received
- Budget 24/25 – work completed by Chair and Organiser
- Blue Sky thinking – Response developed and signed off by members at meeting on 09/02/24
- Café and Atrium hire prices – Café increases wef 30/01/24 and no adverse comments from customers

**Ongoing and not on the agenda**

- **Entrance to the main carpark** – needs work – Organiser to contact Streetpride / RMBC to see if they can assist
- **Maintaining Second Lane** – work not done as planned in February and insufficient regrowth. Will plan a further Action Day in March / April (post meeting – an approach has been made to local farmer friend to so a skim of the hedges)

**484 Gardens and Allotment Report**

Signed ..... Date .....

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Glenna and Mick Briggs spoke to a previously circulated written report highlighting difficulties of gardening in one of the wettest winters on record, ongoing monitoring of the Conservatory and suggestions to go into the Business Planning process.

### 485 Organisers Report

Anna Chester spoke to a previously circulated written report highlighting positive position with regard to volunteer recruitment and retention, success of the Terrific Ten knitters raising £700 to fund Admiral nurses, the inclusion of Winthrop as one of Radio Hallam's 'Top Ten Parks in South Yorkshire, the thriving Memory Café and developing Carers and Lonely Men's Groups. In financial terms the 2023 Festive season has been another financial success and a major contributor to annual surpluses. The plans for the International Women's Day event are going well (post meeting the event generated over £1500 for the Chameleon Buddies charity and over £500 for Winthrop and was incredibly well received so will definitely be repeated in 2025. In the recent period two further grants have been received from the devolved Ward budgets for Wickersley North and Wickersley South & Thurcroft. Winthrop had a successful EHD inspection and retains its 5 stars.

And finally thanks to the Winthrop team of Glenna Briggs, Elizabeth Harwood, Kath Davies and Jayne Goodall who have worked with Anna to develop the Wickersey Walking Festival 2024, (post meeting – leaflets are now in circulation and there will be a report to the next Parish Council)

### 486 Finance Report – 01/04/23 – 16/02/24

Winthrop Gardens Committee Financial Statement	Projected budget 2023 - 2024 (net)	Actual Income / Expenditure to 31/02/24 (net)	Committed Income/ Expenditure	Forecast to 31/03/24	Difference B - C
<b>RESERVES</b>	<b>From WPC</b>	<b>Winthrop surplus</b>			
2016 / 2017		£10,821.64			includes unspent grant money which has been spent out of 2019/2020 budget
2017/ 2018	£10,000	£2,430.05			
2018 / 2019	£10,000	£6,787.42			
2019/ 2020	£10,000	£23,649.97			
2020 / 2021 (Covid closure year)		£3,168.15			
2021/2022		£25,909.09			02/02/22 less £2450 - first payment to TT
2022/2023		£28,665.70			08/09/22 less £257.83 RMBC - pre-app enquiry fee,
2023 / 2024					30/06/23 less £1080 - TC Consult - QS fees
					£1584.00 TT fee
					£526.00 Planning application fee
<b>Total</b>	<b>£30,000</b>	<b>£101,432.02</b>	<b>£101,432.02</b>		less project expenditure of £5897.83 as at 29/11/23
<b>INCOME</b>					
Café	£25,000.00	£25,825.11	£0.00	£27,000.00	-£825.11
Plant Sales	£3,000.00	£2,491.42	£0.00	£2,600.00	£508.58
Curiosity Corner	£2,500.00	£1,847.62	£0.00	£2,000.00	£652.38
Donations	£4,500.00	£4,270.83	£0.00	£4,500.00	£229.17
Preserves & Crafts	£3,000.00	£5,253.96	£0.00	£5,500.00	-£2,253.96
Allotment produce	£400.00	£390.86	£0.00	£400.00	£9.14
Room Hire	£1,500.00	£1,385.00	£0.00	£1,500.00	£115.00
Other	£500.00	£3,640.68	£0.00	£3,640.68	-£3,140.68

Signed ..... Date .....

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<b>Total</b>	<b>£40,400.00</b>	<b>£45,105.48</b>	<b>£0.00</b>	<b>£47,140.68</b>	<b>-£4,705.48</b>
<b>EXPENDITURE</b>					
Café Consumables	£7,000.00	£7,179.03	£0.00	£7,500.00	-£179.03
Café infrastructure	£1,500.00	£1,002.90	£0.00	£1,100.00	£497.10
Plants and Shrubs	£500.00	£227.00	£0.00	£250.00	£273.00
Garden Maintenance	£750.00	£3,910.13	£0.00	£4,000.00	-£3,160.13
Water Rates	£300.00	£119.64	£0.00	£300.00	£180.36
Electricity	£2,500.00	£2,513.70	£0.00	£3,000.00	-£13.70
Gas	£1,250.00	£463.54	£0.00	£750.00	£786.46
Travel and Subsistence	£300.00	£0.00	£0.00	£150.00	£300.00
Machinery & Equipment Servicing	£750.00	£215.77	£0.00	£250.00	£534.23
Building repairs + Maintenance	£2,000.00	£240.00	£0.00	£250.00	£1,760.00
Refuse	£500.00	£0.00	£0.00	£500.00	£500.00
Cleaning	£1,000.00	£490.50	£0.00	£750.00	£509.50
Communications	£1,250.00	£535.46	£0.00	£750.00	£714.54
Volunteer costs	£500.00	£417.34	£0.00	£500.00	£82.66
Training and Certification	£300.00	£0.00	£0.00	£300.00	£300.00
Preserves & Crafts	£250.00	£753.25	£0.00	£800.00	-£503.25
Allotment	£100.00	£40.00	£0.00	£40.00	£60.00
Other	£1,500.00	£405.00	£0.00	£500.00	£1,095.00
SumUp card fees	£50.00	£12.41	£0.00	£15.00	£37.59
Hours against surplus	£6,565.00	£5,218.33	£0.00	£6,565.00	£1,346.67
<b>Total</b>	<b>£28,865.00</b>	<b>£23,744.00</b>	<b>£0.00</b>	<b>£28,270.00</b>	<b>£5,121.00</b>
<b>Surplus / Deficit</b>	<b>£11,535.00</b>	<b>£21,361.48</b>	<b>£0.00</b>	<b>£18,870.68</b>	<b>-£9,826.48</b>

### Attention was drawn to a number of points:

- The WPC contribution to the Winthrop surplus has been returned to the Parish following the successful funding bid – so going forward all the Winthrop surplus will be ‘Winthrop generated’
- The projected year end surplus is looking positive but may reduce if the planned work to the Atrium / Workshop roof can be completed in this financial year (post meeting information – this will not be achievable)
- Projected outcome for Crafts and Preserves is hugely encouraging and a real testament to the volunteers involved

487 **Update on the Winthrop Development**

488 **Risk Management**

489 **Business Plan**

490 **Future operating models**

491 **Urgent items – Atrium and Workshop Roof repairs**

Signed ..... Date .....

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The Organiser spoke to a written report – in summary quotes have been received and evaluated and concluded to accept the quote for a ‘rubber roof’ solution on the grounds of affordability and minimal ongoing maintenance. Also to ask for some additional work – additional insulation to the Atrium roof and repairs to the interior of the workshop ceiling.

**Cllr Barber proposed, Cllr Grimes seconded and members agreed unanimously to take the recommendation to the Parish to spend a total of £13,100 inc vat on the repairs outlined.**

**Cllr Barber to draft the report to the Parish**

### **490 Future meeting dates**

**Friday 7<sup>th</sup> June 2024**

**Friday 6<sup>th</sup> September 2024**

**Friday 6<sup>th</sup> December 2023**

### **Other dates to note**

**16/04/24 Meeting with Volunteers 1.30pm – Update on Development + contributing to Business Plan**

**18/04/24 Meeting with Volunteers 9.30am – Update on Development + contributing to Business Plan**

**03/07/24 Annual Volunteers Social – 6 – 9pm**