

**Friends of Larkhall Park
Committee Meeting
10th January 2023
7.30 pm Oasis Adventure Playground**

Minutes

Present

Ben Rymer, Paulette Lester, Ida Turner, Florence Daguerre de Hureaux, Grace Smallwood, Carl Kowsky, Nickie Bell

On zoom: Linda Suggate, Linda Mills, Jorge A-D, Gareth Davison, Chris Marshall, Sarah Dinwiddie

Apologies: Hussein Hussein, Ben Linton, Julia Barfield

Summary of actions to be taken before next meeting:

Ben - find a GDPR policy suitable for having volunteers etc

Research and purchase suitable phone and sim card for leader of volunteer gardeners group to use.

Invite Alex Draper to snagging list park walkround

Contact Michaela, re being part of park comms group. Nickie also to contact her Find masterplans from other parks. *(Myatt's masterplan has already been shared. Alex D to share others - Ruskin etc, Ben will seek others at next Lambeth Parks Forum, date TBC).*

Grace contacted and has confirmed her interest in volunteering with FoLP, for priority areas.

Plan for stall in the park as suggested by Ida (materials, timings, design a '60-second survey' and flyer to hand out). Find someone with design skills to help with flyer etc

Nickie - Share with Ben (and committee) G-doc of how the One O'Clock Club could be used by local groups and people

Send Ben original application form document for One O'Clock club proposal

Speak to David Oxley re next steps for One O'Clock Club. *Clarify with him whether he can use his roles on the councils' Children's Services Committee and Overview & Scrutiny Committee to examine the current SYCT arrangements.*

Set dates and location for next few meetings

Carl - confirm with Joanne Brown when Mia can start

Confirm with LPPB that there is 15k in next year's budget for festival, and money is available in this year's budget as necessary

Need to apply for Awards for All 10k

Share details on timelines for planned Festival with Ben R, Nickie and Gareth

Gareth - continue with bank signatories transfer

Share example GDPR policy with Ben

Regularly liaise with Alex D to nudge on repairs/works and update on new jobs on the snagging list

Ida - talk to Chris re soup kitchen / evening meal idea. *Confirm that the six volunteers she mentioned are interested/able to contribute their cooking skills*
Work with Ben/Paulette on the stall to collect feedback/ideas from park users.

Questions for Alex Draper

Alex: public liability insurance - what is needed here for the park?

Alex - update needed on all park business inc:

Cafe - who is the preferred contractor? What is likely start date on roof repairs?

benches - ordered. What is expected delivery date?

Appoint contractor to investigate asbestos in park and get this done asap. Gareth to oversee this. Funding for new playground - will this be held into new financial year or does invoice for the work need to be raised now?

Dates of next LPPB meeting

Final date for confirmation of 2023/24 LPPB budget and residual balance available to be spent after salaries

Info included at end of minutes

- A. Email from David Oxley re situation of One O'Clock Club
- B. Report from David Oxley to Julia re Larkhall Depot Development
- C. Gareth's financial report
- D. Review of actions from last meeting
- E. Updated committee member list

Meeting

1. Proposed working groups:

Planting and Landscaping - Linda S, Gareth - more people welcome to join this group.

(P & L scope: this includes all aspects of the appearance of the park, inc trees, planting and the hard landscape of paths. low walls etc. It has also included keeping the committee aware of and responding to plans for redesign whether our masterplan or comments on external landscape designers eg for Southville a while ago, and from the Depot redevelopment garden designers.)

Alex D organises volunteers (due to data issues and not having GDPR policy in place). He is currently the only one insured to lead.

Fundraising - Ben R, Michela, Nickie, Helen Firminger,

Comms - Ida, Michaela (?)

Ida recommends having a stall in the park and talk to people. Paulette to be involved. Tell them what FOLP are doing, and ask opinions - about FOLP, about the park and what they would like to see there. Have QR code there too

Insta / FB post regularly

Put committee meeting summary on e-newsletter, website and link on social. Also general summary on noticeboards.

Outreach to local faith/community groups/charities/local businesses.

Planning Groups:

Larkhall Depot Development and Landscaping

Carl, Linda S, Julia

Vision and strategy - development - creation of master plan

Carl, Linda S,

One O'Clock Club

Send to Ben R: Shared One O'Clock Plan, original application form. Make sure David O has these too. Grace volunteered to get involved

Cafe and Changing Rooms

Ida: Alex and co shouldn't store their stuff there. Get a portacabin.
Roof repairs imminent, to be paid for by Lambeth.

Where can money for One O'Clock Club / Cafe regeneration come from?

Section 106 - Ben R: Lambeth is underspent by 70 million GBP (*details at this [LINK](#)*)

(<https://www.lambeth.gov.uk/planning-building-control/developer-contributions/community-infrastructure-levy-cil/infrastructure-funding-statements>)

Lloyds - Chris Marshall says they sometimes do projects end to end.

2. Volunteer phone

Needed for the leader on the day. Ben R to research what to get.
GDPR - need a policy - Ben will find one

3. Stockwell Festival

Blake's sister, Jess will meet with new coordinator - Mia.

(Jess is going to organise Exmoor festival)

LPPB confirmed that there is 15k in next year's budget for festival, and £1k is available in this year's budget.

Need to apply for Awards for All 10k

4. Finances

Bank account signatories - Gareth arranging transfer from Christian

Carl, Ben and Gareth will be the new signatories - aim to have this completed by meeting in March 2023

5. Planting and Landscaping

Linda met with Clarence and Alex D

Will provide summary of last years achievements and direction for 2023, including present and upcoming planting activity, and update on work to paths etc.

6. Alex Draper - accountability

Have a regular catch-up meeting with him. Put this on a more formal footing so that he reports to the Friends.

Gareth has offered to do this, with agreed dates for actions to be taken by.

Clarify who is taking LPPB meeting minutes. If it's Alex, these need to be distributed within a week, with actions.

7. Snagging list

Ben, Ida, Paulette will do a walk round. Invite Alex Draper to this.

Eg) Puddles in the park, swings in junior playground

8. Feedback on fundraiser role meeting with Helen Firminger 11.01.23

Both Councillors, Alex D, Ian R, Ben R, Nickie B were there. Everyone generally in favour of this, inc some funding from LPPB. Helen suggested capacity building and getting clear on masterplan / strategy first. Ben and Helen

to meet on Jan 24.

9. Masterplan

Carl reminded us there is a Park Masterplan from 10 years ago.
Do some work to update this and look at other parks versions.

10. Alex D Park Report

Didn't receive this. But have the following info from him:

Asbestos wise – just waiting on some info from our preferred contractor for this to iron out some questions. I am hoping we can proceed to appoint them next week asap (that refers to This week w/c 9.01.23).

Meeting scheduled for 12.30 11.01.23 with Katie Swan, Earthwrights.
Minutes to be circulated separately.

11. AOB

Soup Kitchen idea from Chris Marshall.

To be done at the Baptist Church, in conjunction with Pastor Nildo Oliveira

Ben R - 1st volunteer, and Paulette - happy to serve, not cook

Ben suggested FOLP gives 100 - 200 GBP donation

Ida - she knows people who could cook

Ida and Chris to speak

Next meeting:

Waiting for LPPB meeting dates so we can set these, monthly meetings. (AD was to have provided these for this meeting).

For next agenda:

Add Update to last month's actions to start of each Meeting Agenda.

Agree guidelines for park noticeboards

Schedule time to look at park strategy / masterplan and review previous one.

Supplementary updates

A. One O'Clock Club

B. Larkhall Depot

C. Treasurer's Report

D. Review of actions from previous FOLP meeting

E: Updated committee member list

A. Cllr David Oxley report on One O'Clock Club Mon 9th Jan 2023, by email to N.Bell.

I'm still trying to get hold of a copy of the business case that SYCT submitted to win the tender. It's now escalated to a director in Children's Services. I need this before I can really take things much further as they do appear to be now meeting their minimum contractual requirement for openings, so I now wish to discuss what and when they plan to execute their business plan.

I did go and visit the One O'clock Club earlier today. The person running it gave me a tour round and we discussed where they thought SYCT might be heading with it. While the place is fairly run down, they were really nice and I believe were doing their best given the situation they are in.

I think you may have already told me this, but it may have been that they originally planned to set up a paying outdoor nursery aka "Forest Kindergarten"

and would have used the income from this to develop the property and land around it as well as putting other free services for local children in place. Maybe they overestimated local customer demand for this type of service and then Covid happened? Without a significant income, it is hard to see how SYCT would want to or could develop the One O'clock Club property and services.

B. Cllr David Oxley's update on Larkhall Depot to Julia and the committee

6.01.23

Hi Julia, Thanks for your email. My update of what I know so far is:

1. Work onsite at Larkhall originally planned by HFL to start 2022
2. HFL told Lord Kerslake at the end of last year that they now forecast that it will start in 2023.
3. A Lambeth Cabinet report at end of last year says work will begin on it by HFL this year and at an appropriate point during development, ownership will transition back to Lambeth Council. The whole HFL transition back to the Council is currently forecast to take 2 to 3 years

I did manage to speak briefly to someone yesterday in the HFL programme management team, but they didn't have any further details about their plans or management team for the Larkhall project yet. They are planning to start quite a few projects this year, regeneration as well as new build.

I've got a meeting with them later this month where I will remind them of the importance of reaching out to local stakeholders as soon as they make a start on any new development project.

Julia's response: Thank you so much for your swift and full response. It is so important that the community space works well as community asset for the area, bring people together and meeting their needs. As I said before, we need to be a full part of the discussion of what it is from the beginning. We have lots of ideas.

C. Treasurer's Report

On the finances, please can you distribute the following update to the committee at the next FOLP meeting on 10 JAN23.

"Following the AGM, I have been liaising with Christian (former Treasurer) and Carl who are the current two signatories on the existing FOLP accounts.

By way of background, in addition to the PayPal account looked after by Ben L, FOLP currently has two bank accounts held at Santander, a current account and a savings account.

Following consultation with both Ben R and Carl, we have decided in the first instance to:

- 1) update the authorised signatories on these accounts to remove Christian's name and add my name and that of Ben R onto the authorised signatories list alongside Carl (now three signatories in total);

2) update the correspondence address on both accounts from Christian's to mine, in order that I can receive regular bank statements;
3) for the time being, maintain the existing signing authorisations requiring any two signatories for a payment.

With this in mind I have collected the required evidence showing identity and addresses and completed the necessary change of signatory forms.

Upon my return to London I will scan and arrange to submit all the necessary documents to Santander via post.

Assuming all goes through in time, I will then report to the committee on the updated cash balances held on both accounts at the February meeting and look to produce a simple financial report by March."

D. Review of actions from previous meeting:

Carl / Cllr David Oxley to request a meeting with Lambeth Council about the status of the development - DONE

Florence to organise health and safety insurance for litter-pickers (and other volunteering tasks) - IN PROGRESS

Gareth to ask Alex Draper for more community oriented space with fewer large bylaw posters in the noticeboards -
Alex SUGGESTED SOME GUIDELINES. DISCUSS AT NEXT MEETING

Gareth to update signatories on the existing FOLP Santander bank accounts and investigate setting up new online accounts with Metrobank. Online payments will be allowed by one individual from either the Chair, the Vice-Chair or the Treasurer with all three having full oversight of any and all transactions - IN PROGRESS

Linda M proposed a working group around the jobs for this role.
Ben: working groups are an effective way of driving things forward.
Suggested also create these for other issues in the park too. DONE.

Nickie to circulate the police report and Alex Draper's status update with the Minutes of this meeting, & Summary of actions since the last AGM DONE

Nickie to contact The Surprise re availability for meeting Tues 10th Jan. NOT AVAILABLE ON TUESDAYS. AGREE TO ALTERNATE MEETINGS MON/TUES EVES

Linda M proposed a working group around the jobs for this role.
Ben: working groups are an effective way of driving things forward.
Suggested also create these for other issues in the park too. DONE.

E: UPDATED Current Committee Members List:

Executive
Chair - Ben Rymer

Vice-chair: Carl Kowsky

Treasurer: Gareth Davison

Secretary: Nickie Bell

Committee Members elected (up to ten - excluding the executive)

1. Julia Barfield
2. Linda Suggate
3. Ben Linton
4. Linda Mills
5. Paulette Lester
6. Ida Turner
7. Florence Daguerre de Hureaux
8. Josh McKenzie
9. Sarah Dinwiddie

Still open: Membership secretary (inc comms & community engagement)