

**Milton Creek Country Park Trust  
Annual General Meeting  
Monday February 20 2023 6pm  
Kemsley Community Centre**

**MINUTES**

**Present:**

**Trustees:** Chris Andrews CA, Cllr Derek Carnell DC, Cllr Steve Davey SD, Cllr Mike Dendor MD (Chairman), Lynda Marshall LyM (Treasurer), Janet Williams JW (arrived at 6:10 pm), Cllr Tony Winckless TW (Vice Chairman)

**Swale Borough Council SBC:** Kris Staples KS (Ranger), Rosie Lancaster RL (Apprentice)

**Volunteers:** Graham Kirk GK (arrived at 6:10pm), John & Audrey J&A, Dawn Day.

**1. Welcome and introductions**

The Chairman welcomed everyone to the AGM.

**2. Apologies**

Ali Corbel - no longer representing Sittingbourne In Bloom  
Jay Jenkins

Lucy Medhurst – no longer with Ideas Test

Graeme Tuff - due to illness

Janet Willams - may be late due to traffic

Cllr Tony Wickless - on holiday

Lucy Medhurst has indicated to the Chairman that she will not be attending meetings but would like to receive minutes and papers. The Chairman will speak to Ali Corbel if she still wishes to attend meetings or receive minutes and papers.

**3. Minutes of last AGM**

Minutes agreed from last AGM.

**4. Matters Arising**

No matters arising.

**5. Chairman's Report**

The Chairman tabled his report

On behalf of all the Trustees, the Chairman gave his thanks to Lynda Marshall for her efforts on accounts/fundraising and to Kris Staples, Rosie Lancaster, and all volunteers for getting the Park back in shape.

The Chairman mentioned in his report new bank account, new accounting system, Charity Commission reporting, progress regarding Gregg's development, access road, access gate, and CCTV on access gate.

It was confirmed that CCTV would not be ANPR or PTZ (Pan Tilt Zoom).

## **6. Finance/Fundraising Reports**

The Treasurer tabled financial statement for End of Year 2021/22.

The Chairman noted that:

- “Trade Debtor (SBC Invoice not yet paid)” expense entry for £526.51 related to monies paid out by the Trust that has now been reimbursed by Swale Borough Council. The reimbursement will be shown in 2022/23 accounts.
- “Purchase of items on behalf of Park Ranger” expense entry of £1,463.01 mostly reimbursed by SBC as shown by “SBC Invoiced re items purchased on Ranger’s behalf” receipt entry of £1,370.18.
- “Payment to SBC for Tree Council grant purchase” expense entry of £2,534.00 has been reimbursed as shown by “Tree Council Grant” receipt entry of £2,500.

The Financial report was approved unanimously.

The Chairman tabled Charity Commission Annual Report for 2021/22

The Chairman explained that the financial part within the Annual Report was a summarised version of the Financial Report presented earlier but totals are the same.

It was noted that there was an error regarding list of Trustees with one Trustee being listed twice and positions not lined up with Trustee names.

LM also pointed out that volunteer figures were not the same as those reported by KS. The Chairman said he had mistakenly used the figure from the last AGM and would correct the figures.

It was unanimously agreed that completion of the Annual Report and submission to the Charity Commission be delegated to the Chairman and Treasurer.

The Treasurer tabled the Fundraising Report and took the meeting through some of the highlights.

Copies of full reports are on MCCPT website and Charity Commission website

## **7. Park Rangers Report**

The Park Ranger tabled the Rangers Report and took the meeting through some of the highlights.

The Chairman asked about engagement with Schools. Suggested contact with Kemsley, Milton Court, and Regis Manor primary schools.

KCC Children and Families Centre are holding education sessions at Oare Gunpowder Country Park and may be interested in Space in the Park when up and running. Scouts and Beavers also. The Chairman suggested Guides may be interested as they meet at Kemsley Community Centre.

## **Minutes of Annual General Meeting of Milton Creek Trust 20 Feb 2023 (Draft)**

KS reported that RL's 2-year apprenticeship was due to finishes on April 2, but has been extended until September

SD suggested that KS talk to Swale Youth Forum. Contact at Swale Borough Council is Zoe Burns.

KS added that this year would be seventh year of Park Run. The route adjusted to take into account car park and car access.

The access gate camera has now been installed but is awaiting battery. Vehicle access will be 7 am to 4pm December to February, 7 am to 7 pm March to November.

The full version of the Ranger's report is available on the Trust's website:

### **8. Election of Officers/Trustees**

As there were no other nominations, officers were elected unanimously in block:

Chairman	Cllr Mike Dendor
Vice Chairman	Cllr Tony Winckless
Treasurer/Fundraiser	Lynda Marshall
Minutes Secretary	Janet Williams

Unanimous agreement that Nick Vickers is confirmed as a Trustee.

GK was asked if he would like to stand as a Trustee, but he declined at this time.

### **9. Any Other Business**

GK reported that Space in the Park application has been approved by Swale Borough Council Planning Department, but now needs to get approval from Building Control. Amended specification are being prepared but awaiting questions to be answered by contractor to firm up costs before submitting to Building Control.

SD reported that Milton Regis Day would be on 22 July 23 and asked that word be spread to other groups in case they want to get involved.

### **10. Date of next meetings**

Trust Board Monday 27 March 23 3:30pm at Kemsley Community Centre  
AGM 2022/23 22 January 2024 6 pm at Kemsley Community Centre

Park Ranger gave his apologies for meeting on 27 March due to being on holiday.

The meeting closed at 6.55 pm.

Chairman .....