

FRIENDS OF MARGAM PARK TRUSTEE MEETING
MONDAY 10th OCTOBER 2022 7PM ONLINE - TEAMS

ATTENDED

TB, DN, SB., RJ, JH, LS, AK

Apologies: PL, JR

Absent: TR, RC

1. CASTLE OPTIONS APPAISAL

AK requested that before speaking/meeting with the consultant all trustees send their thoughts and ideas as to what projects we could utilise the castle for, for public benefit, plus a list of our current projects that we already have an input in (Living History project, Capel Mair project). It was agreed that these should be sent to TB by no later than Friday 14th October. AK suggested that once information is gathered that AK, RJ, and TB meet with the consultant online the date agreed was Tuesday 18th in the evening. AK to book and confirm the meeting.

2. SWANSEA UNIVERSITY WORK PLACEMENT SCHEME

It was discussed and agreed that the scheme would be worthwhile looking into as a graduate could certainly help us with the archive project. AK suggested that we could use some help with the oral history project which is currently on stop. It was agreed that this is a good idea however TB stated that we would not get the placement until early next year. AK to contact Hilary Orange of Swansea University to express interest.

3. ORAL HISTORY PROJECT

AK suggested that to help move the oral history project forward we could setup, in the digital research room, a microphone, headphones and camera attached to a PC to enable us to record memories, either from members or visitors. AK and TB will look at this on Friday. TB stated that we would still need to find a way to also film video content for YouTube channel and archive.

RJ has recently created a QR code which links to our website page on the restoration of Twyn Yr Hydd, TB suggested that we look into making more QR codes to link to turbine house and other POI.

4. YOUTH MEMBERSHIP

AK stated that she had met a young person last week that was interested in joining as she loved the park and would enjoy working with the animals or anything outdoors. The girl came back and requested seven more forms to give to friends. The girl then stated that she had just turned twelve.

AK would like us to look into the feasibility of creating a youth section for 12–16-year-olds, TB stated that before we could look into this, we would need to ensure a safeguard policy was in place, this was agreed. DN commented that park management had stated that we should not have volunteers under the age of sixteen, although we have had members taking part in the DOE and other young members helping out with family. TB to send an email to Mike Wynne to clarify this.

If we went forward with a youth group any trustee(s) or /member(s) supervising would be required to be DBS checked. TB suggested that some trustees apply for DBS checks which are free for volunteers.

5. UPDATING OF POLICIES

TB stated that copies of all our current policies have been forwarded to Liz Randall of NPT CVS to be checked over for guidance to reviewing and updating our policies. Once Liz has done this TB suggested he meet with JR, RC, and AK to conduct the policy review.

6. LIVING HISTORY PROJECT / CASTLE TOURS

AK has spoken to Jeanette Jones about the project and tours, Jeanette would like to put a working group together for this. AK not sure if Jeanette would like to deliver tours. TB stated that there is growing interest for weekend castle tours, and we need to train up some more members. RJ has accompanied Peter Nash on a few tours and stated he would be happy to take weekend tours.

7. TWYN YR HYDD UPDATE

JH stated it was so nice seeing new members at Twyn Yr Hydd and thanked RJ for providing the QR code which can be added to. JH also thanked Martin Mason and RJ for making the dead hedge compost area with material that Tim from Estates had provided.

The rose planting was a great success with past helpers Tony Evans and Barrie Flint present. Mike Wynne sent his apologies for not being able to attend but mentioned that he had taken a member of Cadw to visit the next day and they were pleased.

Apple harvest day is on Tuesday 18th all apples collected will be labelled and stored for the Apple Day on Saturday 22nd October. TB to remind Jeanette Dunk that hard hats, trays, cardboard and tools will be required for volunteers to carry out the harvesting.

Garry Davies has requested that the raised bed be cleared. TB to contact training provider to organise strimmer and mowing training.

8. FUNDING

TB had a demonstration today of a Pride Ranger all-terrain scooter and took it for a ride around the park to check suitability. TB stated that the scooter is ideal for the park terrain and will cope with the steep slopes.

SB enquired where the scooters would be stored. TB replied that during the day they would be outside the turbine house but at night be stored in the turbine house. SB concerned that they may be heavy to manoeuvre, TB stated that they can be rolled in safely. Now that we have had the letter of support from the park and had the demonstration the next stage would be applying for the funding. TB stated that the window for funding may have closed, and we would have to apply in the new year. TB will look into this.

TB stated that now that we completed the roses in Twyn Yr Hydd we are able to apply for up to £1000 in funding for another project. We are originally going to apply for more two-way radios but have recently purchased three. DN suggested that we could purchase two double metal cabinets to store crafts downstairs in the castle.

9. MEMBER INDUCTIONS

LS stated that due health issues at the moment it is difficult to conduct inductions. RJ would like all new members to have inductions before volunteering on the park as members are currently joining up and not having anything before coming on to the park and volunteering. TB suggested that if RJ was present when LS carried out the induction so that the new member could be offered a taster experience of the project(s) they are interested in and a date could be arranged for this to take place. It was also suggested and agreed that other members train up to deliver the induction process. New members should not be allocated their lanyards until they turn up for their first volunteer shift, once they have been inducted.

It was discussed and agreed that TB look into putting the induction into a PowerPoint which could be viewed by new members and signed off once completed. TB to get information from LS and look into this asap.

10. COURTYARD ROOM

TB is concerned about the hours that the courtyard room is currently staffed, it is often closed after 1.30pm, DN requested that SB sends out an email to all members to see if we can get members in to help with staffing.

DN has spoken to park management regarding park staff using the courtyard as a break room and coming in for tea/coffee and biscuits. There were occasions last week where DN and JH went into the room and were unable to sit down to take a rest as farm staff were sat down and would not give up the seats. This must be monitored and stopped.

TB stated that the room must be used as per intended, as a visitor centre. There have been a few occasions where he has not wanted to go in there due to the noise and is concerned that visitors may feel intimidated and reluctant to enter the room.

TB stated that there were gaps in the timeline as photos had been removed by past members. Could we look into what photo's are missing/required and we can rebuild the timeline using photos from the archives, with Peter Nash's assistance.

Members in the courtyard have asked if they can have a toaster in the room. TB stated that hot food is not permitted in the room, however in the winter it may be relaxed as there is no where else to eat as the café does not have seating. The request for the toaster was denied as there is a cafe nearby and the room is used for a visitor centre and is a small area.

11. NEWSLETTER

Joe Brooks is working on the next newsletter which is due in November. Any content to be emailed to Jo asap.

12. A.O.B.

It was discussed and agreed that as of 1st November the staffing hours of both the turbine house and courtyard room will be 10am to 3pm.

Leaving the turbine house unmanned to attend other duties was discussed and it was agreed that as long as we have one volunteer in the turbine house that should be okay. Although the turbine house should not be closed due to volunteers having to help elsewhere. TB stated we need to keep the turbine house open every day as per our lease.

DN would like to have an activity meeting before Christmas. It was agreed that Saturday 29th of October at 10am, DN will speak to Alison Lloyd to book the Dining Room in the Castle. This will be the last meeting until the new year.

SB suggested that as we have members turn up for the deer feeds only perhaps members should assist with another event prior to the feeds. It was agreed to have a further discussion at a later date.

Next meeting to be held on Tuesday 8th November at 6pm at the Abbots Kitchen, Margam.

Signed as agreed: _____ (Secretary)

Date: _____