Sample Minutes

**MINUTES OF MEETING
FRIENDS OF CUTTESLOWE PARK MEETING
20TH OCTOBER 2002, 6.30PM
HELD AT CUTTESLOWE PARK BOWLING PAVILION**

1. Welcome, introductions and apologies.

Bob Fisher	Friends of CUTTESLOWE
Emma Week	Friends of CUTTESLOWE
Sam Till	Friends of CUTTESLOWE
Charlotte Gibson	Friends of CUTTESLOWE
Andy Buckley	Friends of CUTTESLOWE
Cath Jones	Oxford City Council
Pat Wilson	Park Ranger
Apologies received	Mark Button, Ian Murray and Alice Lawerence

2. Progress since last meeting

Charlotte reported that youth workers will now be approaching youths in the area and speaking to them about the "Dream Scheme".
Action - Charlotte to give feedback at next two meetings.

A team of youths has been registered with the Oxford Youth scheme. They are working together at the moment to identify a project which they are interested in.
Action - Cath to work with the team to give support and ideas.

3. Consultation

The last draft of the questionnaire has been completed, consultation has been planned to take place at the forthcoming fun day.
Action - Sam Till to collect names of volunteers for consultation at the forthcoming fun day.

It was also suggested by Charlotte that the Youth Workers may be able to help carry out questionnaires.
Action - Charlotte to liaise with youth workers

4.   Funding applied for

Bob has received the applications for Awards for All. The group discussed that funding for the Easter celebrations or Easter half term sports coaching could be applied for. It was decided that the Awards for All money should be used for the Easter half term sports coaching.
Action - Bob to fill in the Awards for All application, Cath to give support where needed.

5.   A.O.B. (any other business)

Sam enquired about the park closing times over the next few weeks. Cath explained that the park closes at dusk every night.
Action - Cath to put poster on main gates with the approximate closing time for the park.

6.   Date and time of next meeting

Next meeting will be 22nd November 2006, 6.30pm at Cutteslowe Park Bowling Pavilion.

7.   Close