

**Minutes of the Friends Of Pilrig Park (FoPP) Committee Meeting  
Monday 13 May 2013**

**Attendance**

Liz Ballantyne (LB)  
Sophie Brown, Chair (SB)  
Max Brown (MB)  
Emma Faragher, Secretary (EF)  
Zoe Holman (ZH)  
Stephen Penman (SP)  
Irene Sweeney (IS)  
Katie Wright (KW)

**Apologies**

Lennie Sefton (LS)

**1. Welcome and updates**

- SB welcomed everyone and thanked them for volunteering to be part of the FoPP Committee.
- LS has set up a website, [www.friendsofpilrigpark.org.uk](http://www.friendsofpilrigpark.org.uk)
- 18 people helped at the litter pick on Saturday 11 May. 1 tonne of rubbish was collected, including a number of sharps, a mattress, a sofa, lino, can of cooking oil a Christmas tree and a bottle of Harveys Bristol Cream. IS reported that she saw members of the public tidying litter next day.

**2. Discussion of Constitution**

- EF circulated a draft constitution and examples from other group constitutions for discussion.
- To become a Voluntary Association we need to agree our constitution at an AGM. Agreed that the AGM will be held as part of the public meeting on 10 June and include signing of the constitution and nominations for committee positions.
- FoPP will focus on:
  - Lobbying and campaigning for change with the council
  - Positive activities and fundraising
- Agreed to use the constitution format used by a number of other groups with Aims, Objectives and Powers.
- The Aim will remain the same, but with an added line on environment.
- Agreed that objectives should reflect concerns raised by local community at meetings and in consultations by SB relating to the Park Development Plan, but should reflect positive change:
  - Access
  - Entrances and signage
  - Safety
  - Cleanliness and Environment

- Information to local community
- Facilities
- Agreed that these objectives will be long-term and written into the constitution, but that we should have a set of manageable aims we can achieve in the short term (first year):
  1. Trees and Undergrowth – ZH, SP and KW will lobby the council to improve management of undergrowth and explore options for woodland thinning activities FoPP can deliver working with Greener Leith, and other organisations. FoPP will seek independent advice on undergrowth management to support our negotiations with the Council.
  2. Bins and Benches- SB and LB will continue to liaise with Edinburgh Council to get bins and benches installed/reinstated.
  3. Access Points and Safety – SB and MB and SP will request that the council to make improve maintenance and safety at entrance points to the park (better lighting, improved pathway maintenance, safer gates etc.)
  4. Fundraising – MB and EF to explore potential funding, including grants and local business sponsorship. This will include set-up and management costs and a first project, a park / history information board (potential for this to be linked to other local parks). This is with a view to moving towards fundraising for development of the smaller play park in future.

A table outlining these agreed responsibilities is included at the end of the minute.
- FoPP should also identify and liaise with local community and schools groups who can get involved with FoPP and have representation on the committee.
- Discussed and agreed other details including size and regularity of meetings and membership. The committee will meet quarterly- SB will arrange dates.

**Actions:**

- EF to update and circulate constitution for discussion before AGM.
- All to start to progress individual objectives.
- SB to continue making contact with local groups.
- SB to identify next meeting date and circulate.

**3. Discussion of Park Development Plan**

- SB circulated a draft response to the Pilrig Park Development Plan
- Agreed it is important for us to identify the limits of FoPP's powers in relation to activity and change in the park – what we can and can't do.
- Agreed that the response should include recommendations for items FoPP would like to have removed/ are lower priorities than the issues we have identified via community engagement thus far. This includes barbeque site and bike racks.
- The response should indicate that the community was not supportive of the plan in its current form, but take a positive approach to this by highlighting FoPP's objectives and priorities, making the case for the ways these items support Edinburgh Council's aims listed in the plan.

- SP noted that it would be most useful to have a map of the park, with clear boundaries and names of areas marked to inform our discussions on the development plan, and to help with planning FoPP activities.

**Actions:**

- SB to re-draft response to the development plan.
- SB to ask council for advice on limits of FoPP's powers.
- SB to request map of Pilrig Park from Edinburgh Council.

**4. Web and Social Media**

- Group agreed that web and social media will be important tools in engaging local community with FoPP activities.
- FoPP to have Facebook and Twitter presence linked to the website.
- Agreed the website will be the more formal presence for the group, and include things we are required to make public e.g. minutes and constitution. It should also make FoPP attractive and interesting to a visitor, so include events, news, practical info about what the group is etc.
- Facebook and Twitter to be more informal, newsy and witty– e.g. odd things collected at the litter pick.
- SB noted that we can use Facebook 'likes' as a statistic to record community involvement with FoPP.
- KW and ZH volunteered to look after Facebook/Twitter set up - and have contacts who can help do this and monitor them.
- KW mentioned that there may be the possibility of a graphic designer developing a logo for FoPP
- The website is currently in 'skeleton' form and will need populating by committee volunteers over coming months.

**Actions:**

- KW/ZH and LS to make contact to discuss website and social media.
- KW to contact designer re. logo

**7. Dates for diaries**

- **Date of AGM:** Monday 10 June, 6.30pm, Macdonald Road Library.
- **Next Committee Meeting:** Details to be circulated.

**Table of Committee Responsibilities:**

	<b>Area of Activity</b>	<b>Committee Members Responsible</b>
<b>1</b>	Trees and Undergrowth	Stephen Penman, Zoe Holman, Katie Wright
<b>2</b>	Bins and Benches	Sophie Brown, Liz Ballantyne
<b>3</b>	Access points and safety	Sophie Brown, Stephen Penman, Max Brown
<b>4</b>	Fundraising	Max Brown, Emma Faragher
<b>5</b>	Website	Lennie Sefton (additional members to help with content)
<b>6</b>	Facebook and Twitter	Katie Wright, Zoe Holman
<b>7</b>	Coordinating Council Liaison on Draft Development Plan	Sophie Brown
<b>8</b>	Admin and minutes	Emma Faragher