



MASTER PARK MANAGEMENT COMMITTEE

PO Box 164

Oxted

Surrey RH8 9WE

e-mail: info@yourmasterpark.co.uk
website : www.yourmasterpark.co.uk
Registered Charity Number 200846

Vacancy for Secretary to Master Park Management Committee

This is a rare opportunity to act as Secretary for the Master Park Committee, as the previous secretary is now retiring. As the secretary you will be responsible for taking minutes of bi-monthly Master Park Management Committee meetings, maintaining park records and handling correspondence.

This role requires the individual to be a committee member, available for evening meetings at the pavilion. The scope of the duties is not onerous.

About the Organisation

Charles Hoskins Master formally executed a trust deed in 1923 to allow local people to use the land now known as Master Park for recreational purposes. It is now a charity funded by friends and users. The park holds regular events for the local community as well as being home to local football, tennis and cricket teams.

The Tennis, Cricket and Football clubs use the park regularly. Oxted and Limpsfield Cricket Club run during the summer months. Oxted and District Football Club first XI plays in the Surrey Elite League. Other events on the park during the year included the annual carnival, Bike Sales organised by the 1st Oxted Scouts; two visits by the fun fair; the Beer Festival; and a car boot sale organised by Titsey Rotary Club.

Master Park's constitutional documents can be seen in the HOME section of the website.

If you are interested in discussing this opportunity, please contact the Chairman of Trustees via the above e-mail address.