

**BISHOP'S WALTHAM GARDENING CLUB**  
**MINUTES OF MEETING HELD 20<sup>th</sup> September 2021 7.30pm AT THE SHED**

**Present:** Sue Curtis (SC), Chris Curtis (CC), Gill Hamill (GH), Annie Lowe (AL), Anthea Mabey (AM), Larry Mabey (LM), Nicole Jones (NJ), William Heaps (WH), Liz McClymont (LMc), Gill Cooper (GC),

1. **Apologies:** Tim Gover (TG), Kate Cassell (prospective Trustee)
2. **Minutes of the last meeting:** Approved and signed
3. **Matters arising not on the Agenda:**
  1. Trustee role documents – SC awaiting 2 more from **LMc** and **AL** – needed for Insurance
  2. Sponsorship money – no application this year
  3. St Peter's Country Fayre 25/09/21. Arrangements confirmed. Free activity but to ask for donations to Church funds
4. **Correspondence:**
  1. GC – Jean Lovegrove re printed membership renewal forms as on-line is convenient for Trustees but not members. GC has responded appropriately.
  2. AM – B Hutchings thanked Club for recent gift
  3. Trustee Indemnity Insurance Renewal due. SC has researched other providers and level of cover recommended in that ours is very high given income level. Discussed level required and reasons why we might claim. Agreed **SC** to go back to current insurers and obtain quote for reduced level of cover and to make rational decision on renewal / new provider with minimum £100K. For insurance it is now required to have 1) Trustee Role descriptions (**AL** and **LMc**) and also H & S risk assessment. **AL** to do latter with input from **WH**.
5. **Finance:**

CC – Bank a/c's balance currently £21560 (includes 46 renewals of membership / allotment).  
Transfer of funds from Trading to Charity has been done.  
St Peter's Fayre will cost about £50
6. **Membership:**

CC – 301 members. 19 allotments changing hands.
7. **Trading:** Huge sales last weekend due to manure delivery - £330.  
R Breach has contacted Suttons re seed discount but lack of communication from them.  
LM changing Shed supplies provider to Cheshire based firm who deliver by courier. Onion and garlic sets so far. Will order seed potatoes / compost (50:50 peat free). Progro provider at Marwell possibly to produce peat-free compost in future.  
Maintaining the Shed with tables to barrier across entrance.
8. **Newsletter / Publicity:**

All good. Now getting more contact via Facebook page.
9. **Monthly programme:** NJ – 22<sup>nd</sup> September speaker all set. 24<sup>th</sup> November is G Taylor at the school. GC – need a volunteer for booking in and raffle

#### **10. Allotments:**

1. Thefts from allotment – **LMc** to remind members to contact CSO and police for monitoring purposes via monthly note and Facebook. WH – there is some suspicion that this is perpetrated by allotment holders.
2. GH – proposed coffee morning for volunteers as a thank you. List of people to be compiled to include butterfly garden and orchard etc. Propose Sat 30<sup>th</sup> October / Sunday 31<sup>st</sup>.
3. LM – work party for 9<sup>th</sup> /10<sup>th</sup> or 16<sup>th</sup> / 17<sup>th</sup> October to put more scalplings along drives. Has checked cost at £250 for 9 ton delivery.
4. LM – oak tree on spare plot to be taken down (not TPO tree) Has person to do it free.
5. Bottom hedge being cut this week by Parish Council contractor.
6. AM – waiting list reducing as she allocates plots being vacated.
7. SC reported communication with S Water / Planning over capacity of pipe –Planning still awaiting infrastructure plan for area from SW

#### **11. Allotments Roadway/Path/ Fencing Construction:**

- 1.SC – Crest Nicholson now say late October / November, should be able to confirm early October

#### **12. Social Programme:**

1. Social Evening on 15/10/21. **SC** – has completed booking form for Jubilee Hall but no response, will chase. **GC** will liaise with Jubilee Hall re table / chair layout.  
Speaker in Benjamin Pope from West Dean Gardens, will Zoom if have to cancel.  
Catering – Sandy Hutchings and Vanessa Emmerson will organise and hire equipment. Max. manageable number is 75 – 80, with tables of 6 and collect food by table from Ruby Room. BYO drink and glasses.  
33 tickets sold so far, need 60 to cover at £15 pp. Ad. put in Parish Magazine.  
Raffle – to have 5 decent prizes.  
Need 2 people on door to check names , hand gel at entry and on hatch. Wear mask when moving about. 2/3 serving stations, servers to wear masks.
2. Bonfire Night on 5/11/21 at allotments. LM proposes fire and BBQ/ hot soup. Guy Fawkes competition. Solar lighting. No fireworks. Will get rid of heap of rubbish. **AL** to check re H & S. Also need to think about roadway construction timing so agreed idea in principle but confirm in mid-October.

#### **13. Health & Safety:**

- Risk assessment and H & S policy **AL** and **WH** to liaise  
PA Testing of Shed electricals – not done for 3 years. **GC** to arrange

#### **14. Community Orchard / Butterfly Garden:** No issues.

#### **15. AOB:**

- 1.SC – Parish Mag – need to take Linda Smith off listing as Club contact. Agreed come out of list and put contact details in BWGC item – **AL**. **SC** will inform Parish Mag.
2. Thank you to TG at AGM.

**21.35 Meeting Closed; Next Meeting Monday 16<sup>th</sup> October at Shed.**

**Actions agreed at this/previous meetings to carry forward:** None