

## **BISHOP'S WALTHAM GARDENING CLUB**

### **MINUTES OF MEETING HELD 19<sup>th</sup> DECEMBER 2022 7.30pm at 1 Rareridge Close BW:**

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

1. **Apologies:** Liz McClymont (LMc), Maewyn Cumming (MC), Dave Bennett (DB)
2. **Minutes of the last meeting:**  
Approved and signed
3. **Finance:**  
CC - £24981 in bank – payments up-coming are PL/EL and Shed insurance, RHS affiliated membership fee, outstanding Trustee claim (GC), hedge cutting cost. **MC** to arrange payment of RHS and HFHS annual fees.  
Electricity surplus due to Government subsidy is £53 per month. Monthly charge will increase in August when fixed rate ends. Will need to request refund. CC checked Charity Commission rules re donating surplus to Food Bank – grey area as does not fit charitable remit directly. To be reviewed
4. **AGM January 2023:**  
Chair's report written – may be in need of some amendment following discussion re Trustee roles. **GC** to amend and re-send to SC/CC. Distribution via **LMc** by 03/01/2023, paper copies distribution by **SC/CC**. Final details of evening to be decided at Jan. Trustees meeting.
5. **Membership:**  
CC - 308 members. 4/5 application forms still missing but have paid allotment rent. 1 x non-payer in hospital – awaiting further information.
6. **Trading:**  
LM – all going well, ready to open Feb 4th. LM on holiday to Feb. 25<sup>th</sup> so Trustees to manage Shed shop on first few openings – **WH, GC** will assist. LM also asking R Breach and T Gover. **GH** will do rota from late February.  
**LM** will up-date price list in advance and ask **LMc** to distribute. **KC** will manage cash during LM's absence.
7. **Allotments:**  
AM – all plots allocated. 17 on waiting list, some more promising than others.  
KC – 1. Wildlife pond proposal. MC has drawn up a plan. Likely to be too late for grant application in February. H&S issues re fencing if 1m deep water. Must be manageable by someone in the future. GH suggested bog garden as an alternative.
  2. Central hedge cutting – has a quote from local farmer for cutting and clearing @ £400+vat. Parish Council contractor charged us £210 in 2020 without clearing up. Still waiting for cost from PC contractor this year – **SC** to chase. Consider cutting hedge only every 2 years.
  3. Ditch digging – local gravedigger will do for £20 per hour.
  4. Sewage pipe replacement - issue with plot holder / local resident resolved through meeting with Clancy's. SC has sent follow-up email to Clancys.

5. Tree cutting – planned for Albany Farm side of boundary. See what they do on our side of boundary and then approach Parish Council to assess as some trees need clearing back from plots.

**8. Allotment Roadway/Fencing/Footpath construction:**

SC – still awaiting Parish Council's agreement to plan for gating/ fencing of bottom track.  
LM/AM/SC to attend meeting of PC Hall and Grounds Committee Meeting on 20/12/22 to seek agreement. **SC** to update allotment holders.

**9. Health & Safety:**

No issues.

**10. Monthly Programme:**

AL booking 2023 speakers, queried amount she could spend on speakers. Says will have completed by AGM so GC can publicise.

Question of charging a fee for monthly meetings – 17/30 of attendees in Nov. 2022 were allotment holders. To redress imbalance of costs of meetings a small charge for tea/coffee to be re-instated and raffle with small number of prizes – need volunteer to manage this. Also discussed whether to use Zoom presentations again during winter months. Continue to assess attendance at meetings.

**11. Social Programme:**

Social evening date now a Saturday as Jubilee Hall booked on Fridays.

**12. Publicity / Social Media:**

AL – last Parish News submission not in magazine due to error on publisher's part..

**13. Community Orchard / Butterfly Garden:**

No report

**14. Future Trustee Situation:**

**GC** to confirm with DB how much of role of Chair he is prepared to take on and if this is appropriate to the workload/ commitment of other Trustees or if he would prefer an alternative less front-facing role in future if one is suited to his experience.

**15. Matters arising not on the Agenda:**

1. BWGC Recipe Book – NJ has had layout template and information from another printer and will get cost.

2. Student grant – still no bank details. **SC** to send reminder

3. Allotment maintenance levy – agreed we need to be clear to allotment holders that this is being imposed as a result of very few allotment holders volunteering to assist at work parties which means we will employ contractors.

**16. Correspondence:**

1. SC – Ann Magrath had emailed re death of a member asking if it would be publicised. Agreed this is not something we generally do unless exceptional circumstance and may conflict with family wishes. **SC** to respond

17. **AOB:**

1. WH – asked if there might be interest in a table at BWIB's annual fund-raising quiz. Interest expressed and Amanda Heaps will send information.

**Meeting Closed: 21.40**

**Next Meeting: Monday 16<sup>th</sup> January 2023 at The Shed**

Post meeting action as not raised at meeting:

1. LMc had queried if Trustees happy with her forwarding information /requests she receives to appropriate Trustee by email rather than WhatsApp. - SC confirmed
2. LMc asked if OK to use Shed to store and distribute plot numbers made by Men's Shed – SC confirmed OK, but reminded her not to leave cash there.

**Trustee Actions:**

*Any known to be completed are struck through.*

AL to advertise monthly events on noticeboards around the village - on-going

AL to provide dates and speakers of next year's monthly programme.

AM to order bat boxes from the Men's Sheds once a price has been provided.

~~AM/LM/SC attend Hall and Grounds Meeting 20/12/22 re-gating lower track~~

CC and SC to complete AGM papers, send to LMC for distribution and deliver printed copy by hand where necessary

~~GC to pay Shed, EL/PL insurance~~

DB to discuss details of role of chair with GC

DB to begin shadowing Colin Carter to learn the Show ropes.

GC to confirm Chair's report to SC/CC by 28<sup>th</sup> December.

GC to announce the Waterperry trip at the AGM.

GC to discuss details of role of chair with DB

KC to manage cutting of central hedge

KC and MC to investigate availability of grants for wildlife areas.

LM to inform the three volunteers about the maintenance levy at the appropriate time.

LM to up-date shop price list for 2023 for LMc to distribute

LM to organise experienced cover for Shop for first 3 weeks of February

~~LM/AM/SC attend Hall and Grounds Meeting 20/12/22 re-gating lower track~~

LMc to send AGM papers out to all members on or by 3<sup>rd</sup> January

~~LMc send out up-date to allotment holders~~

MC and KC to investigate availability of grants for wildlife areas.

MC to organise payment of RHS and HFHS membership renewals

NJ to find out prices for printing the recipe book in different formats and quantities

SC and CC to complete AGM papers, send to LMC for distribution and deliver printed copy by hand where necessary

~~SC/LM/AM attend Hall and Grounds Meeting 20/12/22 re gating lower track~~

SC to remind student re bank details

~~SC to respond to A Magrath~~

SC to chase Parish Council re cost of cutting central hedge

~~SC update allotment holders on fencing etc. via LMe~~