

SOULBURY MILLENNIUM GREEN

MANAGEMENT COMMITTEE

Registered Charity No 1070738

Minutes of Meeting 22 February 2016

Those present: Alan Stevens Chairman
 Victor Wright
 Wendy Taylor Treasurer
 Elizabeth Caplan
 Christine Sheppard
 Jon Sheppard
 Valerie Redbart
 Georgette Sunderland

Apologies: Maurice Cross
 Richard Caplan
 Liz Miller

1	Previous minutes and matters arising	Action
	<p>Minutes of the last meeting agreed as correct and signed by Alan.</p> <p>Elizabeth still to call two 100 Club winners who have not presented their cheques yet to ascertain whether or not the cash will go back into the 'pot' or cheques are to be reissued.</p>	Elizabeth
2	Finance report/income from events/website	
	<p>Current account balance: £1,920.56 Deposit account balance: £5,022.12 Petty cash: £21.23</p> <p>AVDC Lottery: We received £17 from Vale Lottery funds in February.</p> <p>We now have 55 100 club members</p> <p>Printer: Has been bought. It is a HP M252dw costing £129.99 plus £3.95 carriage. Wendy will buy a set of cartridges for it. All supplies for the printer, i.e. ink and paper will be HP products to ensure the warranty remains in place for two years.</p> <p>This month £528 was banked for the Quiz Night, £72 banked for 100 Club and £33.30 for the sale of sweets and cakes at Schools Festival 2015.</p> <p>£22.03 has been spent fixing the drainage around the EcoToilet.</p>	Wendy
3	Work in progress	
	<p>Base for container probably £500. Ready mix items are expensive and with the Community Payback teams there is the manpower to mix it ourselves.</p>	

	<p>Christine raised her concerns for the money being spent on machinery and a container is still needed. Alan explained that the equipment was coming from money reimbursed to the SMG from the insurance company for the theft of the machinery. Alan also commented that it appears better to buy new container at £2000-£2500 which will include delivery. Buying secondhand means we would have to arrange and pay for delivery which can amount to £1700 for a container that is likely to be damaged and rusty.</p> <p>We have a new mower and Alan investigated a Kellfri multi-machine which costs £600 plus attachments of £300 to create a scythe. Other attachments can be bought to carry out other jobs. The dealer in Hereford has not get one in stock, because it is such a new piece of machinery but when he does he will contact us.</p> <p>Funding was discussed at length. Wendy will apply again for Police Mutual Funding. Wendy will also sign SMG up for Give As You Live and everyclick.com as revenue sources.</p> <p>Ideas: Reroot - Georgette presented her ideas on a proposition to create a project that helps young people. Re-root, a not for profit association will use mentoring and practical horticultural methods to train, inspire and empower 18-25 year olds with the aim to build confidence, knowledge and skills. The proposition is very much in its infancy but the committee are willing to support it. Alan suggested that Georgette puts all the information into a formal proposal and SMG can then see where it can support her.</p>	<p>Alan</p> <p>Alan</p> <p>Wendy</p> <p>Georgette</p>
4	Events 2016	
	<p>Race night 12/3/16: Alan organising. Posters received from Elizabeth for printing. Margaret will be doing meat pies, Christine doing veggie dish. Potatoes and veg needed. Apple pie for pud from Costco.</p> <p>Easter Egg Hunt 26/3/16: Alan to speak to Michelle.</p> <p>Schools Festival 9/6/16: Elizabeth has created letters - just need printing and sending. One yes, one no, will chase the rest.</p> <p>Soulfest 2016 18/6/16: Michele negotiating sponsorship with Buttles and estate agent. Wendy had spotted advert for printers which included PVC banners. They are £25/metre. They can produce it so the date can be changed each year. If we need them to do the design it will cost more. Alan asked Wendy to give the info to Michele.</p> <p>Halloween night: 31/10/16 thoughts on what to do for next meeting</p> <p>Bonfire Night: 5/11/16</p>	<p>Alan</p> <p>Elizabeth</p> <p>Alan</p> <p>Elizabeth</p> <p>Wendy</p> <p>All</p>
5	100 Club	
	<p>The 100 Club was drawn and the winner is:</p> <p>January: Mrs Chris Bryant</p> <p>February: Andrew Wood</p>	

6	Any other business	
	<p>Chickens short of hay - Wendy to supply. Eggs available - suggested we have an honesty box and make some money from them. Post meeting note: clean bedding delivered to chickens.</p> <p>Risk assessment: Val will get a pro forma from the Bucks County Show to assist us in our assessments.</p> <p>Job sheet - Wendy suggested a list of jobs needed on the SMG be created so everyone knows what is/has been done. Wendy offered to do the list having had a walk-around the SMG to ascertain what needs doing.</p> <p>Contact list: suggested that contact details for SMG be put on the notice board. Jon, Richard, Vic, Alan with mobile numbers in that order.</p> <p>Contact list on website: Wendy will create a page on the website giving contact details of the management committee. We will also update the contact list and distribute.</p> <p>Alan asked for a show of hands if in favour of co-opting Georgette on to the committee. It was unanimous that she be co-opted on to the Management Committee.</p> <p>Community Service. Vic explained that sometimes we get two groups on a Saturday. Sometimes Vic runs out of things for them to do and needs supervisors for certain jobs. Christine offered to supervise the group when cleaning the inside of the church.</p> <p>Chicken hotel: Vic asked that the chicken accommodation be upgraded, the fencing needs looking at too. It was suggested that the second group of Community Payback could assist with this project.</p> <p>Alan asked the group if anyone had red string for the EcoToilet for emergency. No-one had but it was suggested we dye white string. It was also agreed that there would be no light in the loo.</p> <p>Clerk and Councils Direct is a magazine in which news about council projects is published. Alan will put a press release together, using a photo that Wendy has taken to promote the EcoToilet. Post meeting note: Wendy has taken a new photo with Vic and Alan.</p>	<p>Wendy</p> <p>Valerie</p> <p>Jon/Richard Wendy</p> <p>Wendy</p> <p>Wendy</p> <p>All</p> <p>Christine</p> <p>Vic</p> <p>All</p> <p>Alan</p>
7	Date of next meeting	
	The next meeting will be held on Monday, 29 March, 2016 at 19:30 at Wendy's house.	

Meeting closed at 21:40 hrs

Distribution: Those present + Maurice Cross, Richard Caplan, Liz Miller.