

# SOULBURY MILLENNIUM GREEN

## MANAGEMENT COMMITTEE

Registered Charity No 1070738

### Minutes of Meeting 24 February 2020

Those present:                    Alan Stevens                    Chairman  
   Wendy Taylor                    Treasurer/Sec  
   Nigel Kemal

Apologies:                        Elizabeth Caplan  
   Richard Caplan  
   Liz Miller  
   Vic Wright

| 1 | Previous minutes and matters arising   | Action |
|---|--|--------|
|   | <p>Minutes of the last meeting agreed as correct, ratified and signed by Alan.<br/>Matters arising: none</p>   |        |
| 2 | Finance report/income from events/website  |        |
|   | <p>Current account balance:    £2,776.70<br/>Deposit account balance:    £2,770.93<br/>Petty cash:                        £62.61<br/>AVDC Lottery: We received £8.00 in January 2020.<br/>Keech Hospice has been presented now.<br/>100 Club: we have 70 members for this year's draw. Post meeting note:<br/>In line with the rules, the number of members means the winning prize<br/>each month will be £35.00 for 2020.<br/>Wendy and Alan went to Barclays. Presented all the forms they required<br/>and answered all questions asked. Since the meeting Wendy recieved a<br/>call about the single trusteeship. They want all the names and<br/>addresses of all parish councillors. However, they inferred that if the<br/>parish council banked with Barclays life would be a lot easier. Wendy<br/>checked who the bankers were and indeed it is Barclays so confirmed<br/>this with them. Awaiting their response.<br/>£104 taken at recent Quiz Night.</p> |        |
| 3 | Work in progress   |        |
|   | <p>Some work has been carried out but essentially it is too wet to do much.<br/>A soak away was dig for the flooding of the path by the children's play<br/>area but it did not do the job too well. Work continues. The pond is<br/>full so inserting the liner isn't going to happen for a while.</p>  |        |

| 4 | Events   |   |
|---|--|---|
|   | <p><b>2020</b></p> <p><b>Quiz Night: 22 February.</b></p> <p>Not well attended again but a good time was had by those who were there. Food excellent, quiz good and very doable. £73.55 made after expenses.</p> <p><b>Easter Egg Hunt: 11 April</b></p> <p>Richard will do the map and questions again. Tea tent will provide tea, coffee, squash and a range of cakes. Event will run from 2-4 pm. Will run a 'best painted egg' competition. Class will be split by age depending on the number of entries. Wendy will put it into the parish mag (done) and produce posters.</p> <p><b>VEDay75: 8 May</b></p> <p>Alan will contact Michael Fopp with regard to pics and film to show in the parish hall. He will contact the Pipe Band as he has not had a response from the piper we use for the last celebration.</p> <p><b>9 May:</b> There will be a street party on the SMG and will be themed to 1945 in terms of dress and food. Alan will contact Jackie Ridley as she offered to help with this.</p> <p>Wendy to note the above in the parish mag. Post meeting note: done.</p> <p><b>Soulfest: 11 July</b></p> <p>No further reports from the organising crew. Post meeting note: minutes of the crew's first meeting was sent by email to Wendy during the meeting which, essentially, confirmed what we reported in last month's SMG minutes.</p> <p>The acquisition of sponsors was discussed at length. Nigel produced a draft of a letter to send in the first instance. It was decided that we would have three levels of sponsor; gold £1,000 and sponsor would be title sponsor including branding on signage in the village and outside the event and on all promotion materials, an area to promote their products/services, signage at the event, silver £500 to include branding at the event, logo on promotional material and a corporate gazebo to promote themselves and bronze £250 to sponsor a given area of the event ie BBQ, tea tent, bar, kids games, music stage. Their corporate branding will be included at the event they sponsor. All sponsors will have the use of the 'sponsors' lounge' which will provide a free bar and nibbles, tables and chairs. Wendy will type up the finished letter onto headed paper. Nigel will produce of list of companies to be approached. Wendy will add these details to the next parish news in the hope sponsorship will be encouraged. Post meeting note: done.</p> <p>Post meeting note: it was confirmed that we will again be numbering tickets for a prize draw.</p> <p><b>Bonfire Night: 7 November</b></p> <p><b>Singalong: 5 December</b></p> | <p>Richard</p> <p>Wendy</p> <p>Alan</p> <p>Alan<br/>Wendy</p> <p>Wendy<br/>Nigel</p> <p>Wendy</p> |

|   |  |                    |
|---|--|--------------------|
| 5 | 100 Club   |                    |
|   | The 100 Club for January and February was drawn at the meeting:<br><div style="display: flex; justify-content: space-around; margin: 10px 0;"> <span>No. 21 James Mansfield-Sturgess    January</span> <span>No. 45 Tim Collins                            February</span> </div> Wendy will organise cheques. | Wendy              |
| 6 | Any other business   |                    |
|   | None   |                    |
| 7 | Date of next meeting   |                    |
|   | The next meeting will be at Wendy's house on Monday, 23rd March, 2020 at 19:30.  | All present please |

Meeting closed at 21.00 hrs

Distribution: Those present + John Spires, Maurice Cross, Val Redbart, Elizabeth Caplan, Richard Caplan, Michele Nicholas, Liz Miller

### ‘To Do’ List for 2020

#### Soil

Level pond edges (see pond)

#### Main Park Area

Continuous seasonal mowing

Main path - so dry cracks appearing may need resurfacing, not dangerous. Moss on path now.

To be pressure washed. Cold asphalt

#### Main Pond

Liner purchased, pond needs emptying

Level and shape pond edges.

Clear under trees.

Remove final stumps.

Fix picnic bench to bottle neck pond edge.

Tidy inner pond edges and remove debris.

#### Meadow

Maintain pathways

#### Stage Area

Clear and prune rear tree area

Ash tree to be pollarded - end of year job now

#### Woodlands

Maintain woodland zones

#### Greenhouse Area

Build Greenhouses  
Cutback overhangs  
Organise compost bins

### **Orchard**

Maintain and rebuild fruit tree beds  
Level ground by toilet area  
Mulberry to go to the orchard.  
Replacement plum trees obtained, one planted, the other awaiting its home (on Wendy's plot).