

SOULBURY MILLENNIUM GREEN

MANAGEMENT COMMITTEE

Registered Charity No 1070738

Minutes of Meeting

24 June 2019

Those present: Alan Stevens Chairman
Wendy Taylor Treasurer/Sec
Vic Wright
Barbara Wray
Nigel Kemal
Elizabeth Caplan
Richard Caplan
Liz Miller
Michele Nicholas (part-time)

Apologies: John Spires
Maurice Cross

1	Previous minutes and matters arising	Action
	<p>Minutes of the last meeting agreed as correct and signed by Alan.</p> <p>Matters arising:</p> <p>Nigel pressing on with repairs to wooden furniture and EcoToilet painted.</p> <p>Dustbin received from AVDC.</p> <p>Elizabeth was present but inadvertently left out of attendees list.</p>	Nigel
2	Finance report/income from events/website	
	<p>Current account balance: £2,720.11 Deposit account balance: £2,767.79 Petty cash: £73.59 (cash donations account for increase in this figure)</p> <p>AVDC Lottery: We received £10.00 in June 2019.</p> <p>Buttle's sponsorship of £100 is in the account. Mower repair amounted to £463.20. Conversations will take place on whether we continue with this supplier as we find him a tad expensive.</p> <p>Moving the bank account: John, Parish Clerk, advised Wendy that he did not have the original document which changed the SMG to a sole corporate trustee set up. It had been sent to the Charities Commission and no copy was retained. He called the Charities Commission who said that they bank only needs to check their website to confirm this has happened. They also advised, as did John, that there was no point in itemising all those on the parish council because if the same people were not elected their contact list would be null and void. Wendy will, therefore, contact Lloyds again and try to find someone who actually know what they are doing and discuss further. This will be done after Soulfest.</p> <p>Post meeting note: RoSPA inspection done. Parish Council paid whole bill and we will settle our half. John also advised that the Parish Council will settle the whole bill for the work done on the tiller.</p>	Wendy

3	Work in progress	
	<p>To do' list continues to be worked through. See changes to the list below.</p> <p>Wendy has done some work on these on Photoshop. No pressure at the moment but she will continue to do bits as time dictates.</p>	Wendy
4	Events	
	<p>2019</p> <p>Soulfest 2019: 29 June</p> <p>Plans well in hand.</p> <p>BBQ: Team will cook throughout event using John's BBQ. Ours will be a back up. Will produce hot dogs and burgers as usual. Asked to look at doing bacon rolls around tea time. Vic will bring spare gas and will obtain more if needed.</p> <p>Road signs and loos: Organised, Leighton Hire supplying. Loos will arrive Friday. Signs being chased by Alan and John Day.</p> <p>Tea Room is staffed, overall co-ordinator is Barbara. Cake bakers approached. Vic will get serviettes and small plates from Costco.</p> <p>Pricing of food and drinks - Wendy needs pricing to produce signage. She will do one A3 size for each location and several A4s.</p> <p>Cheque presentations for last years charities: Wendy has contact details for YoungMinds to get a cheque to them. This will not occur until after Soulfest to ensure we have plenty of finance to run the event. Wendy did point out she was rather perturbed that we had worked our butts off to get these donations for the two charities but neither seem bothered to be part of a photoshoot at a cheque presentation so we can gain some much needed PR. This is the only thing we ask them to do and the reaction is highly unimpressive.</p> <p>Ticket prize draw: Wendy has produced 300 numbered tickets but it was decided that 150 blank cards would be obtained in case attendance was so good we ran out. They would be stamped with a number for entry into the draw. It will be emphasised that people must retain the tickets to claim the prize. To win the prize the ticket must be with the winner. If not there will be a redraw. The question was raised that helpers don't need to pay to enter the event. Wendy pointed out this is the case but they will not have an entry to the prize draw - these are not being given away to helpers.</p> <p>The mechanics of the draw: Alan will organise 3 containers for numbered balls. First will contain 0-5, second 0-9 and third 0-9. We will get the children to draw the balls. First container holds the hundreds of the number, second the 10's and third the units so if 0 is picked from the first, 7 from the second and 1 from the third, ticket number 71 is the winner.</p> <p>Bonfire Night: 2 November</p> <p>More discussion nearer the time.</p>	<p>John</p> <p>Alan</p> <p>Wendy</p> <p>Michele</p> <p>Wendy</p> <p>Wendy</p> <p>Wendy</p> <p>Michele/Vic</p>
5	100 Club	

	The 100 Club for June was drawn: No. 14 Jean Housley Cheque will be drawn when Wendy gets the cheque book back from the auditor.	Wendy
6	Any other business	
	Blondie Tribute - 26th August 16:00 BYO - will be put into the July and Augusts edition of the parish mag.	
7	Date of next meeting	
	The next meeting will be the AGM to be held at the Parish Hall on Monday, 22nd July 2019 at 19:30.	All present please

Meeting closed at 21.00 hrs

Distribution: Those present + John Spires, Maurice Cross, Val Redbart.

‘To Do’ List for 2019

Soil

Level pond edges (see pond)

Main Park Area

Continuous seasonal mowing - resumed as mower repaired.

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

To be pressure washed. Cold asphalt

Armoured cable in across the lower green but needs connecting. Will be powered up mid week.

Will run at 20 amps.

Main Pond

Liner purchased, pond needs emptying - nothing happening until after Soulfest

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

Has been mowed.

Stage Area

Needs mowing

Has been weeded, strimmed and cleared

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

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).