

# SOULBURY MILLENNIUM GREEN

## MANAGEMENT COMMITTEE

Registered Charity No 1070738

### Minutes of Meeting 25 January 2016

Those present:                    Alan Stevens                    Chairman  
   Victor Wright  
   Wendy Taylor                    Treasurer  
   Elizabeth Caplan  
   Christine Sheppard  
   Jon Sheppard  
   Liz Miller  
   Valerie Redbart  
   John Spires (part time)  
   Michele Nicholas (part time)

Apologies:                        Maurice Cross  
   Richard Caplan

1	Previous minutes and matters arising	Action
	<p>Minutes of the last meeting agreed as correct and signed by Alan.</p> <p>John Spires attended the meeting with the Single Trustee documents for signature. Michele Nicholas attended to sign the document. The set up of the parish council in relation to the SMG was discussed. Twice yearly meetings with the trustees could be arranged, suggested that AGM was one and have another in January when the public can attend. Otherwise it is business as normal for the Management Committee as there are members of the Parish Council on the Committee.</p>	
2	Finance report/income from events/website	
	<p>Current account balance:    £2,031.58 Deposit account balance:    £5,022.12 Petty cash:                        £31.28</p> <p>AVDC Lottery: We have received £11 from Vale Lottery funds. Wendy printed the leaflet created by Vale Lottery for the use of fundraisers for inclusion in February's village newsletter. We really need to push for more uptake on tickets as we will obtain more funds each month the more we have.</p> <p>Printer: It was agreed SMG would fund the purchase of a laser printer. Wendy will look at all options, go back to committee with best option for final approval of costs. SMG will purchase printer supplies for the work of the SMG.</p> <p>Liz gave Wendy cash from Schools festival 2015 for banking.</p> <p>Risk assessment to be added to next meeting agenda.</p>	<p>Wendy</p> <p>Wendy</p> <p>Wendy</p>

3	Work in progress	
	<p>Problem with EcoToilet's solar panel not controlling the battery, both controller and battery were replaced and everything working now. Drainage a problem around it, sorted with Community Service people and will be completed next week.</p> <p>Machinery: multi-machine with various attachments will replace the scythe more cheaply. 2 dealers one in Hereford and the other in Gateshead - Hereford dealer contacted to bring a sample.</p> <p>Regarding grass cutting - need to look for a mower/mulching machine.</p> <p>Orchard will need pruning. Liz will talk with Richard.</p>	<p>Vic</p> <p>Alan</p> <p>Alan</p> <p>Liz/Richard</p>
4	Events 2016	
	<p>Quiz night 30/1/16: Time 7-7:30pm. Discussion to confirm who was doing/buying/cooking what. A crew will serve at appropriate time as Liz cannot there at that time. She will set everything up beforehand so it is only a matter of serving up. Raffle prizes required. Wendy will be at the door taking payment.</p> <p>Race night 12/3/16: Alan organising.</p> <p>Schools Festival 9/6/16: Elizabeth has created letters - just need printing and sending.</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>All</p> <p>Alan</p> <p>Elizabeth</p> <p>Michele</p> <p>Wendy</p>
5	100 Club	
	<p>The 100 Club was drawn and the winner is:</p> <p>January: To be drawn at Quiz Night</p>	
6	Any other business	
	<p>Queen's birthday: 21 April evening, new marquee on village green, light beacon and offer light refreshments.</p> <p>Plant Life, a wildflower charity, is creating Coronation Meadows which are giving away seeds. Richard is getting seeds from Stewkley. To be used in the annex. To be looked into.</p> <p>Open account at Buttles? Will they accept us as a charity with the necessary forms so we do not pay VAT?</p> <p>10mm gravel .6m x 2 needed for drainage around the EcoToilet. Approved. Vic to obtain.</p>	<p>Parish Council</p> <p>Vic</p> <p>Vic</p>

	<p>Dog poo complaint around village hall. Wendy will get some signs. Central Beds wardens will issue on spot fines. Wendy said that as a Thames Valley PCSO she can as well but the issue is actually spotting an owner not picking up after the dog. Notice to go into newsletter again. Feel it is an education issue.</p> <p>Lions Club 100,000 trees to plant - do we want some. It was agreed we have enough.</p>	Wendy
7	Date of next meeting	
	The next meeting will be held on Monday, 22 February, 2016 at 19:30 at Wendy's house.	

Meeting closed at 21:30 hrs

Distribution: Those present + Maurice Cross, Richard Caplan.