

# SOULBURY MILLENNIUM GREEN

## MANAGEMENT COMMITTEE

Registered Charity No 1070738

### Minutes of Meeting 26 February 2018

Those present:                    Alan Stevens                    Chairman  
   Wendy Taylor                    Treasurer/Sec  
   Vic Wright  
   Elizabeth Caplan  
   Barbara Wray  
   Liz Miller

Apologies:                         John Spires  
   Maurice Cross  
   Richard Caplan  
   Michele Nicholas

1	Previous minutes and matters arising	Action
	Minutes of the last meeting agreed as correct and signed by Alan.  No matters arising.	
2	Finance report/income from events/website	
	Current account balance:    £3,869.71 Deposit account balance:    £2,764.74 Petty cash:                        £14.88  AVDC Lottery: We received £17.50 in Feb 2018.  £552 was paid for 100 Club and another £48 has since been received which needs to be banked. £336, proceeds from the Quiz, was banked. Expenses for the event ran to £64.14.  Wendy established from CAF Bank there was no movement on the monthly charge for the account but was told that whilst they charge only £5/m they don't make charges for each use of the account. Bearing this in mind, when checking the new account for the Parish News it appears Lloyds don't charge for each entry either. It was, therefore, agreed that Wendy should start moving the accounts to Lloyds.	Wendy
3	Work in progress	
	Work in progress: <b>'To do' list</b> Vic thanked Richard for doing an excellent job on producing this list and it was agreed by all that this should be minuted. Liz Miller wanted to go through the list as she felt somethings were not clear and to add comments: Team needed to coppice the Hazel. Liz will arrange.	Liz

	<p>Woodland area work is essentially to tidy up, clear overgrowth to let light in. Liz was worried that wood taken away would spoil habitats dependant on it. This is not what is intended. It is the wood chopped down by previous maintenance work and which was just left for people to fall over.</p> <p>Liz was worried about the pond in that it was never envisaged as a pond. It is a swale which will dry out in the summer. However, it is hoped that a lot of the water that collects on the grass area will drain into it.</p> <p>Bottleneck - it was questioned as to whether we should join up the two areas as they are designed for very different age groups. The tree area and path between them is very unsightly. However, it was considered that if the gate to the exercise zone was moved it might help those parents trying to keep an eye on little ones and the older ones.</p> <p>Liz suggested that the Blackthorn be on a programme of being cleared to the floor every three years.</p> <p>Liz has a Mulberry tree she wants planting in the SMG.</p> <p>Liz has also done quite a bit of pruning.</p> <p>Liz would like to see the annexe left as meadow grass including the poppies.</p> <p>Alan pointed out that this list was not cast in tablets of stone and was open for discussion. It was put in place for direction.</p> <p>Information plaque at the stage area: it was felt that a plaque be arranged telling why the stones are where they are and the significance of the diamond shape in the middle of the area. Consideration to be given to Charlie Luxton doing a piece to camera to provide a video for PR purposes/website, etc. It was concerning Liz that all this would get lost in the mists of time if we didn't ensure we recorded it.</p> <p>Liz also asked if the hedge on the lefthand side of the gate can be laid and the ditch cleared. There is Japanese Knotweed in that hedgerow which has had several treatments already. Unknown if the job is completed.</p> <p>The noticeboard needs sorting out.</p>	
4	Events	
	<p><b>Easter Egg Hunt, 1April:</b> Richard on board for hiding eggs, clues. Barbara can do things with cups of tea and cupcakes. Two sets of clues for little kids and bigger kids. Elizabeth will do poster.</p> <p><b>Schools Festival: 6 June</b> No update as Michele not at the meeting. Vic will ensure prize money provided by the Parish Council is on agenda for agreement next month. Alan will email Michele for an update.</p> <p><b>Soulfest 2018: 14 July</b> It was agreed the charity for this year is PTSD Resolution. The percentage given will depend on profit made from the event. Resolution will bring gazebo, items for sale and giveaway.</p>	<p>Richard/ Barbara/ Elizabeth</p> <p>Michele/ Vic/Alan</p>

	<p>Alan has organised loos, obtained a fridge-freezer for use at the BBQ and confirmed the Heath Band for the evening at £250, playing between 7:30 and 9:00 pm. Alan/Vic will approach Fixright to see if they construct a covered stage for the band at the lower end of the SMG. It also appears the band will be bringing fewer cars which will help us.</p> <p>Licence for alcohol and music acquired. Gigaclear will sponsor the event again. Vic asked to arrange insurance for abandonment due to weather, etc. Post-meeting note: this has happened at a one off premium of £50.</p> <p>Alan will contact Michele to establish what is happening with the bands, is Buttles sponsoring the BBQ again, general progress on the event.</p>	<p>Alan/Vic</p> <p>Vic</p> <p>Alan</p>
5	100 Club	
	<p>The 100 Club was drawn and the winners for January and February are:</p> <p>January: Gilly February: Isobel Wright</p> <p>Wendy will despatch the cheques. As we have 48 members this year the prize will be £24.00.</p>	Wendy
6	Any other business	
	<p>Attracting and Keeping Volunteers' course was very interesting and certainly offered guidance. Community Impact Bucks are there to support charities and we only need ask.</p> <p>Liz and Alan obtained an application form from Waitrose to be considered for a donation from their Community Matters initiative. Wendy will complete the form. Wendy will also do the same via Tesco's website as they run a similar scheme.</p> <p>Vic highlighted the fact that the Community Payback teams might stop and, if they do, work on the green will stop. He was pressing for members of the parish to start helping. Wendy and Alan pointed out that is why Wendy put the article in the Parish News with the 'to do' list so people would understand the work required so they know where they might be able to help. General shouts for help are getting us nowhere.</p> <p>Wendy is trying to organise the cheque presentation to Pensions4Paws. She has suggested 7 April to P4P and is awaiting a response.</p>	<p>Alan/Wendy</p> <p>Wendy</p> <p>Wendy</p>
7	Date of next meeting	
	The next meeting will be held on Monday, 26 March, 2018 at 19:30 at Wendy's house.	All present please

Meeting closed at 21.30 hrs

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

## 'To Do' List for 2018

### Soil

Fill all pot holes and level areas  
Clear/relay BBQ Area (Top Meadow) Done  
Shift Soil to Annex  
Level Pond edges (see pond)  
Level Chicken Area/surrounding pathways  
Level pond/playground bottle neck

### Work Area

Empty leaf bin into ready compost boxes Done  
Refill leaf bin/rake area Done  
Build small compost boxes/use pre-built boxes Done  
Trailer all rubbish to skip Done  
Rebuild-rear/side and Annex pathways Ongoing  
Fix Mower and barrows

### Main Park Area

Fill pot holes and tracks  
Re-seed carpark area Need to buy seed  
Clear and re-seed willow fence area Need to buy seed  
Continuous seasonal mowing

### Annex

Remove top layer of turf for extended poppy beds  
(shape and size to be decided) How long is the grass to be  
Replace top soil and compost  
Plant Poppies/Foxgloves/Hollyhocks  
Cut back Hazel (Spring)  
Clear up rear woodland/remove dead wood  
Chop down extra trees

### Side Ponds

Clear side pond area  
Remove extra willow  
Dig new pond holes (Digger?)  
Reseed new walkways  
Collect and store dead wood at rear of ponds

### Main Pond

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  
Hope for a liner! Pray if so inclined !

### Bottleneck

Raise and level  
Clear area under trees between play zones  
Repair and repaint exercise zone fence  
Dig drainage pipe to pond  
Either:  
1) Create new path between play area and exercise zone  
2) Join play area and work zone into one large area

## **Meadow**

Annual mowing

Maintain pathways

Cutback intruding Blackthorn and brambles on left hand side

Consider moving Bonfire site 30 foot up Meadow and reseed old bonfire site with British meadow flowers. \*

Clear dead wood and pathways in righthand woodland

Build new pathway on left hand side through Blackthorn area/Clear original drainage channel

## **Stage Area**

Weed stage

Clear memorial tree on right side

Clear and prune rear tree area

Plant conifers/xmas tree on right hand side?

## **Woodlands**

Clear and maintain pathways

Rebuild and add wood chippings to pathways

Clear out old wood

Remove over seeded trees

Maintain woodland zones

## **Greenhouse Area**

Build Greenhouses

Run water piping to area

Cutback overhangs

Rebuild pathways

## **Orchard**

Annual mowing

Maintain and rebuild fruit beds

Level ground by toilet area

Replace a fruit tree or two (to be decided)

\*It may be better in future (considering crowd feedback) to move the fire closer to the firework zone as its brightness blinds many of the fireworks from view

I noticed this year that the fire in its current position came very close to the right-hand woodlands when in full flame. Moving it further up will stop this from happening.