

SOULBURY MILLENNIUM GREEN

MANAGEMENT COMMITTEE

Registered Charity No 1070738

Minutes of Meeting 26 March 2018

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

Apologies: John Spires
 Maurice Cross

| 1 | Previous minutes and matters arising | Action |
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| | <p>Minutes of the last meeting agreed as correct and signed by Alan.</p> <p>Any matters arising would be covered in the appropriate sections below.</p> | |
| 2 | Finance report/income from events/website | |
| | <p>Current account balance: £3,708.71 Deposit account balance: £2,765.07 Petty cash: £14.88</p> <p>AVDC Lottery: We received £14.00 in March 2018.</p> <p>Wendy has established that no transaction fees are being taken from the Soulbury Parish News account so Wendy will start the process of transferring the SMG accounts to Lloyds.</p> <p>Website updated.</p> <p>Wendy is still trying to get everyone together for a photoshoot of the cheque presentation to Pensions4Paws. As the weather has been awful it was felt better to organise for the end of April. The SMG will hopefully be better for photos by then.</p> | Wendy |
| 3 | Work in progress | |
| | <p>Work in progress:</p> <p>'To do' list</p> <p>Publishing the list in the Parish News brought forth zilch response</p> <p>Progress so far:</p> <p>Soil section - pond edges two thirds levelled up. Chicken area to be vine cage, soil needs seed, generally we need a heavy roller.</p> | |

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| | <p>Main pond: Pond liner sourced, clearing under trees done, removal of stumps mainly done. Vic to check on source of chippings.</p> <p>Bottleneck: It was decided not to join the play and exercise areas but to move the gate to the exercise area instead.</p> <p>Woodlands: ‘remove over seeded trees’ clarification was asked about what this meant and it means too many saplings have self set which need clearing.</p> <p>Meadow: It was emphasised that the Blackthorn, etc needs to be cut to the floor.</p> | Vic |
| 4 | Events | |
| | <p>Easter Egg Hunt, 1 April: Elizabeth will assist in tea tent. Wendy will provide dispenser for orange squash. Set up Saturday morning, gazebo on Friday 10:30. Mini eggs need to be placed in children’s playground. Asked if the playground should be mowed. Not to be done if wet.</p> <p>Schools Festival: 6 June 3 schools confirmed. Prizemoney of £300 is on agenda for agreement at next parish council meeting. Names of other schools put forward to approach.</p> <p>Soulfest 2018: 14 July General discussion on progress. Michele has ordered a bouncy slide and fort for the children. The company providing this will also provide a candy floss/sweets barrow and will promote the event. Military vehicle offered to support the charity benefiting from the day. We don’t know what form this will take yet. Buttles will be asked if they want to sponsor again. Gigaclear has already been asked. Fixright will provide a covered area for the Heath band on the grassland nearer the gate. This will also be used for some of the children’s games during the day. Post meeting note: Fixright asked that we are appropriately covered by insurance for this. Vic has checked it with the event insurer and they have confirmed we are covered. Thought needs to be given to the amount of food and drink ordered to lessen the number of trips to Tesco as we run out and, more importantly, the fact the event will be running longer. We will also buy our own ice cream for resale. Bands are coming on board, Michele working with PommyGranites on this. They will also provide flyers and posters. Vic suggested that when large amounts of money are accumulated it should be taken off site. Wendy confirmed she did do this last year for security reasons and will, of course, do it this year. Michele was concerned about the Community Payback teams as we do not have them as often. Richard and Alan confirmed that it has been confirmed we will have teams to assist in preparing the site for the event.</p> | Vic Michele |

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| 5 | 100 Club | |
| | <p>The 100 Club was drawn for March:</p> <p style="text-align: center;">No. 31: Jacqueline Crack</p> <p>Cheque generated and signed. Post meeting note: cheque delivered.</p> | Wendy |
| 6 | Any other business | |
| | <p>Wendy completed the Waitrose forms and took them to the store in Leighton Buzzard.</p> <p>Funding/grants: Wendy attended the Funding Fair run by Community Impact Bucks. Tesco was present and explained all about their 'Bags for Life' campaign. Wendy also spoke to Simon Garwood, manager of Localities, who runs the Local Area Forums (LAFs) which can also be a very good source of funding. Wendy suggested that she got in touch with Simon Garwood to establish the next meeting date to ensure we have access to as many funding streams as possible.</p> <p>During discussion about the Easter Egg Hunt the idea was put forward for artificial grass on the site. To be further discussed.</p> | <p>Wendy</p> <p>Wendy</p> |
| 7 | Date of next meeting | |
| | The next meeting will be held on Monday, 23 April, 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

'To Do' List for 2018

Soil

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

Work Area

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.