

SOULBURY MILLENNIUM GREEN

MANAGEMENT COMMITTEE

Registered Charity No 1070738

Minutes of Meeting

28 May 2019

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

Apologies: John Spires
 Maurice Cross
 Richard Caplan
 Liz Miller

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>Dustbin ordered from AVDC at £30.</p> <p>EcoToilet will be painted with clear Sadolin which Nigel will obtain this week. Bottom planks need cleaning. Guttering will be added, with a water butt, at some stage.</p>	Nigel
2	Finance report/income from events/website	
	<p>Current account balance: £3,035.02 Deposit account balance: £2,767.79 Petty cash: £42.99</p> <p>AVDC Lottery: We received £12.50 in May 2019. We have received £689 from the Vale Lottery since we originally signed up to them.</p> <p>£6.26 has been received from AmazonSmile.</p> <p>Accounts are now with Andy Woods for audit.</p> <p>Moving the bank account: Wendy collected the trustee document from, John, the parish clerk, at the parish council meeting. On inspection it was the working document not the final signed document. Vic has gone back to the John for the correct document. John advised that he was having issues with this particular firm of solicitors for personal work as well as that of the SMG. Wendy also phoned Lloyds Bank to check if there was a time limit for new account applications. There is no time limit.</p> <p>Wendy has received another £90 via Richard.</p>	Wendy/Vic

3	Work in progress	
	<p>To do' list continues to be worked through. Alan went through it and made the necessary changes.</p> <p>Wendy and liz had a meeting to design the signs. Wendy is progressing with these on Photoshop. Wendy needed a photo of Charles Luxton which has now been received. This is for the sign near the stage area which will explain the mindset around the design of the area and by whom. A 'Welcome to the Green' sign will be placed at the entrance and will show what the SMG is used for ie Soulfest, kids events, nature, walking, etc. The third will be in the area where the hide is planned to illustrate what one is likely to see in the area.</p>	Liz/Wendy
4	Events	
	<p>2019</p> <p>Soulfest 2019: 29 June</p> <p>Plans well in hand. Michele wanted confirmation on certain items:</p> <p>Community payback crews: will they be there. Booked for Friday, Saturday morning and Sunday clear up.</p> <p>BBQ: need more refrigeration as we are going on for longer. John wants to do more than just burgers and hotdogs. Will stick to this if weather forecast is mediocre. If good he will add more.</p> <p>Road signs and loos: Alan is desperately trying to get answers from the company doing the job, to no avail at the moment. Will continue to push. Michael Graham signs sorted and will be erected very soon.</p> <p>Wendy to sort £400 in floats for BBQ, entrance, bar and tea room.</p> <p>Tea Room is staffed, but no-one is overall co-ordinator. Michele will ask a friend who has offered to help on the day. Erin will run the bar again.</p> <p>Meadow will be mowed for the use of children's games.</p> <p>Wendy will look out last year's risk assessment and get a copy to Vic.</p> <p>Wendy will get a copy of the timetable to Alan.</p> <p>Bands will charge. So far we know PommyGranites £300, Lizzie £50?, Heath Band £175. The rest appear at this stage to be donating their time to the charity.</p> <p>Pricing of food and drinks to be clearer.</p> <p>Wendy to get photos of previous event to Keech for promotional purposes.</p> <p>Cheques presentations for last years charities need to be done. Michele will ask Young Minds to come to the SMG for this rather than us all traipsing into London. Vic will ask Help the Heroes to do the same.</p> <p>Alison of PommyGranites are now doing a Blondie tribute and asked if we would like a concert at the August Bank Holiday. We said yes and suggested the Sunday of the weekend at 4pm. We will provide loos and a marquee but it will marketed as a Picnic in the Park and everyone will need to bring their own food and drink. Donation buckets will be used.</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>Wendy</p> <p>Michele/Vic</p>

5	100 Club	
	<p>The 100 Club for May was drawn:</p> <p style="text-align: center;">No. 16 Peggy Stevens</p> <p>Cheque will be drawn when Wendy gets the cheque book back from the auditor.</p>	Wendy
6	Any other business	
	<p>Picnic bench done. Nigel wants to know what is next. Anything in the work area that needs repairing and/or painting was the answer.</p> <p>Open Gardens in 2020 will be 27/28 June so we need to avoid Soulfest being within a fortnight either side of this - this is despite Wendy advising the organisers that this is the time Soulfest usually sits and both events utilise a lot of time of the same volunteer base. (Some fell on stony ground!!!)</p>	Nigel
7	Date of next meeting	
	The next meeting will be held on Monday, 24th June 2019 at 19:30 at Wendy's house.	All present please

Meeting closed at 20.30 hrs

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

‘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

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

Needs mowing
Clear and prune rear tree area
Ash tree to be pollarded

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).