

SOULBURY MILLENNIUM GREEN MANAGEMENT COMMITTEE

Registered Charity No 1070738

Minutes of Meeting
8 January 2024 at 7:30 p.m.

Those present: Nigel Kemal Chairman
 Wendy Taylor Treasurer/Sec
 Carla Bennett
 Geoff Kiddle
 Richard Caplan

Apologies: Vic Wright
 Alan Stevens

1	Previous minutes and matters arising	Action
	The minutes of the previous meeting held on 11 December 2023 were agreed as correct and signed by Nigel. Matters arising from meeting: Graeme will connect the extension socket - still awaiting Nigel will obtain an addition plaque for Liz Miller's bench to include Dave Miller. Nigel has spoken to Sam Miller and is awaiting wording. Waited until after Christmas to chase.	Nigel
2	Finance Report and Social Media	
	Current account balance: £9,165.28 Petty cash: £49.01 Bucks Lottery: £8.00 January 2024 Carla has gone through the website and made several observations which will be implemented. Further work will be done. Carla also offered to put onto the 'Dream team' WhatsApp chat a request for support for the SMG and its committee. It was agreed the following items be purchased: • Coffee/tea/biscuits refill • Rat Poison for shelter traps • 2 x wheelbarrows • 3 x wood saws	Carla Nigel/Richard
3	Work in progress	
	Pond - needs draining so liner can be cut - hardcore and soil can then be moved. Still to be done but at present it is full of water so will probably have to wait until next year when it has drained. Still the case.	Richard

	Wire and metal work needs now to be collected by scrap dealer. Richard is in contact with him. Post meeting note: clearance arranged for 11/1/24. Gate hardstanding - discussion around depth of hardcore and cement. No-one really knew what is required so Wendy offered to speak to Garry for advice. Investigate racking for storage in the container. Further research needs doing as metal shelving is required. MDF shelving would disintegrate in the damp conditions far too quickly. Spending a bit more would future-proof us. A few bits of welding needs to be done in the container area. Wendy will ask if Garry is able to help. Garry will help and will visit site to see what needs doing and best way to accomplish it. Regarding the suggestion of a concrete base with several uprights in the ground over which marquee type sides and roof can be added (to save the incessant putting up and taking down of marquees), it was agreed to check the Deeds of the SMG to establish if such an arrangement can be implimented within the covenant. Deeds still need to be checked but discussion took place on the location of this. No final decision yet	Richard Wendy Nigel Wendy Wendy/Vic
4	Events	
	30/3/24 - Easter Egg Hunt Nigel will start putting the questions together and will obtain eggs. A call will be made to the cake baking fraternity. Tea/coffee/orange juice will be on sale as well. Wendy will put posters together. 22/6/24 - Soulfest 2024 The Soulfest sub-committee will be meeting again on 11/1/24. Nigel advised that the owner of the fairground still needs to do a site visit. It was agreed that the marquee for the music will be the far side of the Oak Tree facing up the hill giving the flat area to the fair. Food outlets will in the region between these two areas. Nigel will check with Scott at the above meeting where he is with the mixer desk. 29/6/24 - Lions Club BBQ Vic will only require one of the marquees used at Soulfest. He will confirm this booking when he has spoken to his committee. No further news as Vic was not present. 20/7/24 - Marquee hire for wedding. Will probably need both. Confirmed they need both. Conversation around deposits (should be a %age of cost of the marquee against damage), costs (needs to revised upwards), contracts (we need one) and the need for another marquee. It was agreed that research will be carried out to find out what other marquee hirers do in terms of deposits and costs, plagerise a contract document and weigh up a 2nd marquee against the more permanent construction. 3/11/24 - Firework Display Carla researched ticketing systems (Eventbrite/Ticketsource/Ticket Tailor). Ticketsource is used by Tring Firework event and is certainly the most reasonable in terms of cost, ie for each £5 ticket transacted a 39p is payable. There is nothing upfront to pay. The links to Ticketsource can be embedded into our websites and a 'Q' code can be used so potential visitors can be directed straight to the website page. It was thought we could employ this for the Easter Egg Hunt as a trial. Although the tickets are free for this it would give us an idea of numbers attending. If all goes well, it could also be employed for Soulfest.	Nigel Wendy Nigel Vic All Carla

5	100 Club	
	Draw was not carried out for January as only 18 entries had been received. Wendy has emailed all previous entrants. So far, only 4 people have responded.	
6	Any other business	
	Jim, who unlocked and locked up the EcoToilet for years, had a fall in his garden and broke a hip and femur. Whilst in hospital his dog required the vet and Richard paid the bill. Richard refused reimbursement from SMG because he would be reimbursed by Jim. However, Alan suggested that the SMG pay the bill as a thank you for years of helping us. To be discussed with Richard. Nigel will follow this up as nothing further has happened.	Nigel
7	Date of next meeting	
	The date of the next meeting is Monday, 12 February 2024.	

Meeting closed at 21:30 hrs

Distribution: Those present + Vic Wright, Alan Stevens, Michele Nicholas

Winter/Spring To Do List

Winter 2024

- Remove scrap metal by gate - organised
- Remove plastic to Leighton Buzzard Recycle Centre
- Repair small entrance gate
- Dig/concrete new carpark zone - see Work in Progress
- Dig drainage trench from work out zone pathway to pond (maybe)
- Re-dig overflow from work out zone pathway
- Raise back pathway behind playground
- Burn Christmas trees (?)
- Build raised pathway with drainage piping on far side of bottom meadow/pond
- Clear drainage ditches
- Wood chip pathways as and when possible
- Repair compost bins
- Upgrade electrical fuse box for Work Shelter (?)

Spring 2024

- Continue to fill in 1/3 of the pond
- Continue cutting back overgrown Willow by bins
- Cutback Hazel
- Rebuild work area fence.
- Clear/Weed long memorial border and small pond borders.
- Wood chip pathways as and when possible
- Weed/Compost Orchard