Minutes of Soulbury Millennium Green Trust
Management Committee
6th August 2026

Attendance: Scott Isaacs, Erica McDonald, Nigel Kemal, Geoff Kiddle, Sharon Keenan, Paul Cragg, Alan Stevens
Apologies: Carla Donatelli

1. Minutes and Matters Arising **1.1 Barclays Bank** Alan reported that he had received telephone calls from Barclays, although the recorded messages were unclear. Barclays has confirmed that a letter has now been issued explaining the current position. **Action:** Alan to review the correspondence once received and report back to the Committee. **1.2 Dog Poo Bins** Two new dog poo bins have now been delivered. One will be installed at the entrance gate and the second at the far end of the Green on the left-hand side. The Committee discussed the production of educational signage similar to the Keep Britain Tidy campaign. **Agreed:** • Scott will ask Heather to prepare a suitable sign design. • Erica will obtain quotations from Andy at Harlequin for Correx or Foamex signs. • Nigel will discuss potential funding with the Parish Council. **1.3 Trust Document** No further progress. **Action:** Alan to continue investigating the Trust documentation.	**ALAN** **SCOTT** **ERICA** **NIGEL** **ALAN**
2. Treasurer's Report: Nigel presented the monthly financial report, which had been circulated to Committee members prior to the meeting.	

Balances

- **Bank Account:** £31,629.15 (including £20,000 National Lottery Community Fund grant)
- **Petty Cash:** £49.01

Purchases

- BBQ
- Dog poo bags

Following the return of surplus wine after SoulFest, the event generated a net profit of **£4,335.94**.

Remaining stock is valued at **£69.17**.

Agreed: Nigel will continue issuing monthly financial summaries to Committee members.

NIGEL

3. Millennium Green Development

Prior to the meeting, Committee members undertook a walk around the Green to identify potential improvements.

Scott presented a map dividing the Green into individual areas for inspection. Members will assess their allocated areas and submit recommendations for future improvement works.

ALL

Potential projects discussed included:

- Amphitheatre signage (designed by Charlie Luxton)
- Woodland play area.
- Nature trail.
- Bug hotel.
- Additional benches and picnic tables (already included within the FCC funding application).
- Permanent BBQ facility.

The Committee agreed to develop a long-term project "wish list" to support future grant applications.

Area Responsibilities

Area	Committee Member
Area 1	Carla Donatelli & Alan Stevens
Area 2 (Orchard)	Paul Cragg
Area 2 (Play Area)	Erica McDonald
Area 3	Nigel Kemal
Area 4	Geoff Kiddle
Area 5	Sharon Keenan

Area 6 Scott Isaacs The Committee also discussed: • Increasing community use of the amphitheatre. • Organising a Family Fun Day. • Seeking greater involvement from Callum Anderson MP. **Friends of Soulbury Millennium Green** Scott proposed establishing a **Friends of Soulbury Millennium Green** volunteer group to encourage local residents to become involved in caring for and improving the Green. Ideas included gardening sessions, practical workshops and educational talks. Sharon suggested approaching the Head Gardener at Liscombe together with Wing Horticultural Society to support future activities. **Agreed:** Scott will advertise for a volunteer to coordinate the initiative.	**SCOTT**
4. Funding Current grant applications remain under consideration. Nigel advised that electrical improvements at the Green are likely to require additional funding. **Agreed:** Funding opportunities, including EDF and other grant providers, will be explored	**ERICA/GEOFF/ NIGEL**
5. Events and Fundraising **5.1 Wine Tasting Evening** Geoff has researched food costs with Costco and other retailers. Paul will obtain quotations from Best Butchers and can provide an electric meat slicer if required. Geoff continues discussions with Majestic Wines regarding the proposed £15 voucher, which will determine whether ticket prices are set at £20 or £25. Wine tasting measures of approximately 75 ml were discussed. Erica will provide tablecloths. The Village Hall has been booked from midday on **Saturday 3 October 2026**. **5.2 Fireworks Evening**	**GEOFF/PAUL**

Alan passed fireworks training information to Scott for Andrew and Richard. Nigel will deliver the documentation. County Council licensing information has been forwarded to Geoff. Following discussion regarding the Temporary Event Notice (TEN), the Committee agreed that the bar area will be cordoned off. This will avoid restrictions on overall attendance numbers. Alan continues discussions with The Boot regarding operation of the bar. Event timings and admission prices will remain unchanged from last year. Nigel will prepare posters, confirming that low-noise fireworks will be used, in conjunction with Carla. Artwork will be forwarded to Erica for quotations from Andy at Harlequin. Erica will contact neighbouring villages regarding their fireworks dates and advertise locally where dates do not conflict. Nigel confirmed that the Trust's insurance, through the Parish Council, covers the Fireworks Evening and other Trust events. Weather-related cancellation is excluded.	**NIGEL** **ALAN** **NIGEL/CARLA** **SCOTTY/ERICA** **ERICA**
5.3 Curry Night Scott confirmed that Sheilpa has agreed to organise another Curry Night in January.	
5.4 100 Club Winning number: **41.** Winner: **Barbara Clamp.** Prize: **£25.** Nigel will deliver the prize cheque.	**NIGEL**
6. Policies Erica confirmed that all Trust policies were reviewed and circulated in March 2026. The Committee agreed that no further updates are currently required.	
7. Any Other Business • Nigel will continue preparing reports for the Parish Council newsletter and include publicity for the Wine Tasting Evening. • Erica reported difficulties transferring the Trust accounts onto Nigel's computer. He will discuss options with former Treasurer Wendy Taylor before considering the purchase of a dedicated accounts laptop.	**NIGEL**
8. Meeting Close There being no further business, the meeting closed at **9.55 pm**.	
9. Date of Next Meeting **Thursday 3 September 2026 at 7.30 pm – Parish Hall**	