

Stratton Parish Council Community Garden Sub Committee

Minutes of the First Meeting

Wednesday 21st November 2012, 7.30pm, The Kings Arms

Present: Malcolm Daniels (MD) Bill Quinn (BQ) Jeremy Padfield (JP) Clare Bendall (CB)
Marie Taylor (MT) Sue Bartucca (SB) and Dave Stock (DS)

Apologies: None

		Action
1	<p>Appointments</p> <p>JP was appointed as chair, proposed by MD, seconded by DS MT was appointed as secretary, proposed by CB, seconded by BQ MT to circulate minutes / MD to publish on village website</p>	
2	<p>Terms of Reference</p> <p>MD reported these had been agreed by the Parish Council at Monday's meeting (attached) – to summarise, to establish a subcommittee, complete the planned purchases and to handle ongoing maintenance issues. To retain a small ringfenced amount from existing monies for repairs etc</p>	
3	<p>Finance Report</p> <p>MT tabled the financial report up to 31/10/12 of Stratton Community Garden Committee. Since these accounts had been prepared, a Body Shop party had raised a further £103.43. The balance to transfer to the PC is £11,558.14. MT to raise a cheque for £11,558.14 and pass to Valerie Attwood, secretary of the PC.</p>	MT
4	<p>Purchase Commitments</p> <p>One Off Expenditure</p> <p>Of the above, the committee agreed the following</p> <ul style="list-style-type: none"> i. 2 x galvanised springs – MT to order (Nick Taylor to fit) ii. Hedge Cutting – January 2013 – JP to cut, to be reimbursed for fuel costs iii. Waste Bin – to fix to fence by middle gate – MD to investigate cost (DS to empty weekly as Mendip DC will not empty a bin placed here and rubbish is being left in the community garden) iv. Basket Swing (behind jungle climber) Playdale cheapest quote at £3500 + log roll surround – CB to finalise & forward order details to Valerie to place the order v. Asdug Pathway and picnic area (asdug surrounded by log roll) in the silver birch copse plus picnic bench – 3 quotes (Syd's Landscapes/Fosseway Fencing/Faington) MD to email Sue plan / SB to update plan with work to be carried out added (to share with providers) vi. 2 x signs – MT to email details to JP. JP to seek cheaper prices than currently vii. SB to donate waterbutt / MT to investigate guttering to surround gazebo viii. Top gate – BQ to ask Chris the lengthsman to adjust when next working on Thursday 	<p>MT/NT JP</p> <p>MD DS</p> <p>CB</p> <p>MT</p> <p>MD/SB</p> <p>MT/JP</p> <p>MT</p> <p>BQ</p>

5	<p>Running / Maintenance Costs</p> <ul style="list-style-type: none"> i. Hedge Cutting – January 2013 – JP to cut, to be reimbursed for fuel costs ii. Insurance (included in overall public liability) iii. Annual Inspection (£60 in 2012) iv. Grass Cutting (£1,600 in 2011/12) 	
6	<p>Village Day 2013</p> <p>SB raised whether a VD 2013 was a viable option. The committee would like to support it and felt it was worth investigating interest from others. It was felt it was important to have contacts from each of the groups/businesses in the village / Downside / St Benedicts / St Vigors / St Vigor & St John Primary School / Fosseyway House in order to share the workload. Profits to go to the Village Hall.</p> <p>SB to do a report of village day tasks to share with the committee. JP to raise with Richard Jones</p>	SB/JP
7	<p>Date of Next Meeting – Wednesday 16th January 2013 7.30pm, the Kings Arms.</p> <p>Agenda – Hedge Cutting / Grass Cutting (incl weed killing) / Village Day update / community gardening incl. Tractor tyres to be used as planters.</p>	