Minutes of the meeting of the Board of Greening Wingrove

6th May 2024

Present: Jo Ellis, Katy Sillem, Michael Page, Mark Copsey, Simran Chopra, Stuart Muir, Rachel Richman, Don Morrison, Ben Page, Alistair Ford.

No apologies.

1. **Minutes of last meeting**

**Agreed as a true record.**

1. **Matters arising**

**JE to chat to David Rochester and Margaret Maddison about plants for the Pocket Park.**

Training session on duties and responsibilities of Board members: **MC to arrange date with JE.**

1. **Election of Chair**

MP nominated KS, DM seconded.

KS said she wanted to talk about the direction of the group and the challenges it currently faced: communications, loss of key members, debate over how space is used – but wanted to emphasise good points: lots of people involved, community activities ongoing, money in bank.

5 words to emphasise: trust, care, communication, organisation, responsibility.

Needs to be a strategy about what’s going on in the Bike Garden. Need to create better procedures –on accessibility, communications, etc.

Stakeholder agreement: register of members, general meetings, work with other groups.

Need a directorship agreement so people know what it means to be a director. Might want to expand the area within which people can be members.

Establish working groups for different areas of work, perhaps with 2 directors in each group.

Important aim: work together to secure asset transfer of the Sensory Garden and building.

Once the basics are sorted we can think about more exciting projects.

MP: very inspiring.

**KS unanimously elected Chair with no abstentions.**

RR: would like to hear a bit more about stuff outside the BG: AF: agreed.

SC: need to secure funding to do more outreach work – this is particularly important given the high turnover of people in the area

MP: thanked RR for running her art class

**Actions: MC to ask Dave Webb if any progress has been made about becoming a CIO**.

1. **Turbocharging the Bike Garden project**

JE had circulated a list of items from the project which had or had not been completed:

Run 8 cycle tours - £80 each so £640 - not done

Run 8 "Dr Bike" workshops - £80 each so £640 - not done

Create 1 community-led plan for extending the cycle network - £96 - not done

Run 1 summer food market - £700.00 – not known if done

Run 8 events based around music and local food - not costed - done

Plant 100 trees in front and back yards and the local area - £1000 – not known if done

Support 1 new food business at the bike garden - not costed – not known if done

Contribution to community organisers to galvanise support for the project - £1000

Social media strategy and support - £1000

Plus employing a co-ordinator - £10,000 - done

MP stated that the summer food market had taken place. Chris O’Connor had supplied some trees but no invoice had been received.

MC: Line management could be considered to be a contribution in kind by GW. JE: so could the same be said about social media strategy? MC: the job seemed to be too small for commercial consultants.

There was a discussion over the right way to spend the money on bike-related activities –whether it should be spent on renovating the bikes in the container; whether bike repairs should be done by Dave Buchan or Kevin of Trusted Bikes (who has worked at the BG before and could do with support); how to develop the community-led cycle plan.

**Action: AF and RR to come up with a costed proposal for spending the money.**

**Action: MC to ask Dave Webb for details of the grant agreement.**

**Action: MC to chase COC over the trees.**

1. **Complaints policy.**

A draft complaints and resolving disputes policy had been circulated.

**Action: all to feed back with comments. Agreed: if no comments received by Friday 10th May, the policy will be assumed to be adopted.**

1. **Management plan for Bike Garden**

It had been agreed that BP would draft a plan for the future layout of the BG.

BP: there should be a small working group to look at the day-to-day functioning of the BG.

There was a discussion over the gardening group’s beds (the People’s Garden). Some beds had been destroyed; there was some conflict over their future. However, moving them had been agreed in principle. **Agreed: the plan would set out where the beds were to be located. Until then, no more beds were to be disturbed. BP will rebuild the dismantled ones.**

Better planning of the garden goes along with recruiting more volunteers for it.

Consultation will be necessary. Need to consider who needs to be included. AF may be able to assist with drone imagery to generate 3d models.

RR: families have asked about the return of family sessions in the BG

**Action: AF and BP to discuss the plan for the BG and how to publicise and consult upon it.**

Intermission: KS noted that time would be insufficient for discussing everything on the agenda. She suggested that some items be deferred.

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1. **Model agreement for use of the Bike Garden – to be circulated before the next meeting.**
2. **Operational procedures:**

MC has circulated a paper on this subject.

Board meetings: lots of issues go to the Board but don’t get followed up.

**Agreed:**

1. **if anyone proposes a project, there should be some sort of working attached to it – perhaps a short paper with costings and feasibility**
2. **there should be a register of decisions made by the Board and when they were made.**

Bookings

MP: payment could be easier if everyone registered for a Square account. MC: there should be a live calendar on the website. Item deferred to next meeting.

Marketing and control of social media: **MP to share social media login details with MC.**

1. Community engagement: deferred to next meeting (and this ties in with matters discussed above)
2. Directorship and membership conditions as per the constitution: deferred to next meeting (and this ties in with training to be provided by MC)
3. Proposal from the Peoples Garden Group:

KS reported that the People’s Garden want to carry on, with more publicity and signage. Their main concerns are: access to the BG; storage of tools and materials. They would like more plants and tools – at a cost of c. £200.

**This expenditure was agreed.**

They would like a lockable tool store – this could be shared with the Friends of Nuns Moor Park. Alternatively, all the relevant parties could tidy up the existing container.

1. Potential GW projects: street litter picking, street bed maintenance, garden festivals, nanoforests, garden apprentice scheme: deferred to next meeting (many of these were suggested by COC, who didn’t attend)
2. Internet at the Bike Garden

MP stated that to get a fixed line to the garden would cost c. £2K. Skylink was a possibility: this would cost £400 for equipment and £90/month thereafter. Northern Slice could contribute £30 if GW would contribute the rest; this might pay for itself in terms of bookings.

JE: perhaps we should see competitive quotes before making a decision

MP noted that Northern Slice had paid for security systems. Insurance claims haven’t been made because they should be made by GW rather than NS. Agreed: this wasn’t quite fair.

**Action: MP and MC to look at who’s paying for what at present.**

**Action: MP to bring quotes for work to the next meeting.**

**Date, time and location of next (and future) meetings:** 4th June, 2024 at 7pm, online.