

MINUTES OF STANWICK COMMUNITY GARDEN MANAGEMENT COMMITTEE

Thursday 11th February 2021 Held online on 'Teams'

It was agreed that the Stanwick Community Garden AGM will be held later in the year when Covid restrictions allow.

Present; Dave Cox (Chairman), Clare Annable (Treasurer), Brenda Marshall (Secretary)
Carolyn Brawn, Lucy Speirs

1. **Apologies:** Janet Carrington
2. **Approval of the previous minutes:** The minutes of the meeting held on 2nd September 2020 were accepted as being a true copy. There were no queries.
3. **Financial Report:** The accounts have been audited and at that time we had £899.38 in the bank and £49.29 in petty cash. The insurance has since been paid and the balance is now £675.28. The petty cash remains the same. It was agreed that we should try to put aside £200 towards the potential replacement of the polytunnel cover this year. A budget was presented and figures agreed but will remain flexible to cover any unforeseen costs.
4. **Risk Assessment Forms, and a review of proposed child/vulnerable adult safeguarding policy:** The risk assessment hasn't changed since last reviewed. It was discussed and agreed to be still relevant but must be reviewed every 12 months or if current situations change. The toilet remains open and is checked regularly, with Clare and Brenda on the cleaning rota and Dave to be responsible for any repairs required.
Carolyn Brawn drafted a child/vulnerable adult policy and this was discussed. It was agreed to be suitable and will be circulated and pinned up in the polytunnel.
5. **The collection of renewal fees and allocation of mini plots:** Renewal fees and mini plot fees are due on 1st March. A brief discussion took place about whether the fees should be changed, but we recognised that we could not do this until the next AGM. In any case the priority is to involve more of the community rather than raise fees. Members will be reminded to renew by Clare. Brenda will ask for applications to go on the list for a mini plot. There is a possibility to create two more mini plots if the demand is there.
Carolyn thought that there should be a stronger policy regarding keeping the mini plots tidy, however it was agreed that if anybody needs support with this it should be taken into account.
6. **Plant sale and open day:** Once again we find ourselves unable to plan an open day in May however we decided that we would hold a plant sale along the lines of last years, which was successfully held with social distancing measures in place. Last year's sale was for charity but we really need to start to build up our reserves again and hope that the community will show support as they have previously. The sale will start on Saturday 15th May and may go on for two or three days. We will aim to have an open day in September, the situation permitting, and it was suggested it could be a harvest celebration which was accepted as being a good idea.
7. **Sowing of seeds:** As we can't work together in the polytunnel it was agreed that members of the committee would grow seeds at home for the sale. Carolyn, Brenda, Clare and Janet have already volunteered to grow for the sale and will share lists of what they are growing so that we don't have too many of one thing. If any other members would like to do this too they will be welcomed. We still need to wash some pots in the polytunnel so any volunteers to take some home and wash them would be great. We don't need any more plastic pots,

but we do need the multi type trays to sell plants in though. Either 4 or 6 plants to each are best. Using small pots uses too much compost.

8. **Engaging the community in up keeping the facilities:** The community should have the opportunity to have a go at growing for the community. This could be by growing for the plant sale or growing produce for charity or to sell for the Community Garden funds. It was agreed that the committee could not look after the entire garden on their own anymore and the community could be asked to take on a small part of the garden or polytunnel to 'care take' or a raised bed could be looked after on behalf of the group it is allocated to. Any support with this would come from the committee, for example if planting instructions are required and plants/seeds could be supplied. With covid restrictions in mind only one family unit would be able to work in the polytunnel at one time. Brenda will put up a sign to this end. Anti-bacterial gel would be provided.
9. **Prepare the Polytunnel for growing:** Dave Cox has volunteered to clean the inside of the polytunnel of algae and to water the soil so that the worms come to the surface and organic matter is broken down. The importance of liaising with each other on any work done arose when it was stated that tomatoes had been planted in the soil in the polytunnel last year and were thought by some to have caused blight in the soil. Also when the manure was spread in the polytunnel later in the year it caused a problem to people working there on a hot day. Carolyn said that she no longer wished to look after the polytunnel as she had done so for a long time. She was thanked for all of her hard work and so were the other members who have put so much work into getting the garden where it is now.
10. **A 'Care Take' system:** This was discussed as above in no. 8
11. **Planting:** A suggestion was made that an early spring crop could be planted in the polytunnel which would be finished in time to plant tomatoes, aubergines etc. in growbags afterwards. There was some disagreement as to whether the early crops would be finished in time so it was decided that one half of the growing bed could be used for this and the rest reserved for summer planting.
12. **QE11 Platinum Jubilee 2022:** The parish Council have asked Brenda to be the contact with the Community garden for the planning of this event. If by then we are on top of this virus it will be a big occasion, something to look forward to!
13. **A.O.B:** Clare asked if Dave (chairman) and Brenda (secretary) could review the insurance documents before they are accepted for the year. They will do this ASAP. Carolyn was asked if she and Christopher would be happy to carry on putting the bins out every week. Carolyn said that they were and were thanked for doing so. They mentioned that putting a lot of earth in with the weeds should be discouraged as it made the bins very heavy. It also means that on the mini plots a lot of soil will get lost and need topping up more often.

The next meeting will be arranged when the situation demands.