

DRAFT MINUTES
COMMUNITY ORCHARD COMMITTEE MEETING

Wednesday 24th January 2018, 7.30pm
Haddenham Parish Council Office

Present: Cllr Mr Lyons
Co-opted members: Mr Hadder, Mr Proctor, and Mr Smith
Clerk: Ms. Gilbert
No members of the public

In the absence of Mr. Greaves, the Vice-Chair Mr. Proctor chaired the meeting.

CO18 28 APOLOGIES

Apologies for absence were received and accepted from Dr. Benjamin and Mr Greaves (Chair).

CO18 29 DECLARATIONS OF INTEREST

None.

PUBLIC PARTICIPATION

None

CO18 30 MINUTES

The minutes of the meeting held on 15th November 2017 were AGREED as a true record and signed.

CO18 31 FINANCES

The balance of the account is £1,895.30.

A strategy will need to be developed over time when the annual spend becomes clearer. A reserve will need to be agreed to deal with unplanned expenses. Ideally 2 years' worth of funding should be in the account.

It was AGREED to compile a list of calls on funding and priorities at an informal meeting.

ALL

Some purchases will need to be made from Haddenham Garden Centre. It was agreed that Mr. Proctor would prepare a list for Ms. Gilbert who would order and arrange payment for a committee member to collect.

SG DP

CO18 32 ORCHARD DESIGN

(i) The replacement tree plaques still need to be ordered.

GS

(ii) Soft Fruit area

This has been identified as an area in need of improvement this year. Advice is needed from an expert. Mr. Smith had a brief chat with Linda Castle but has not yet followed up. She has offered to go to the orchard and have a look at the area and then advise.

GS

Alison Watt may know someone from the allotments, Ms. Gilbert will ask her.

It was agreed to hold an informal meeting with the expert(s) in early spring.

SG

ALL

CO18 33 ORCHARD MAINTENANCE

(i) Orchard management Plan.

This needs a lot of re-writing. It should include a 5-10 year plan with high level objectives

and could be published on the website. A draft will be prepared for the next meeting. GS DL

(ii) Schedule of working parties for 2018.

A plan had been prepared at an informal meeting and had been circulated. Some items highlighted in red will need updating.

2 working parties will be needed for mulching the trees. Hopefully Graham can supply the mulch again, but will need to check with him about expenses.

Dates: Saturday 17th February, Sunday 11th March, Sunday 15th April (TBC)

The first working parties should be an opportunity to recruit new volunteers..

Bamboo is encroaching from a neighbouring property and needs to be dealt with soon. DL

A weekday working party will be held in May (11th or 19th) to allow Cosine volunteers to be involved again if they would like to, Mr Lyons will ask. It may be necessary to hold an additional working party in May. DL

(iii) It was noted that the PC had received a quote for repairs to the Townsend Green boundary wall from Chris Bowler. He had offered to etch the orchard logo into the render which it was agreed would be a lovely idea. More quotes are needed.

(iv) It was agreed to meet with Aspire to discuss what maintenance assistance may be required from the Parish Council in the coming year. The main path will need to be done, and probably fortnightly rather than monthly. The smaller paths can still be done by the volunteers. The core will need to be kept mown and strimmed regularly SG DP KS

CO18 34 EVENTS AND COMMUNITY ENGAGEMENT

(i) A policy on events on the orchard, including a risk assessment has been started but needs looking at in more detail. There will need to be a booking procedure.

Informal gatherings, as with all public open space will not need to be booked or risk assessed. However if an event is publicised and people invited then a risk assessment would be needed for insurance purposes. An event licence may be needed.

Guidelines for use of the space will be drafted. Consider a charge for damage to trees. ALL

(ii) Mr. Lyons will research options and costs for an A board to advertise the orchard.

DL

(iii) Events: Easter Egg Hunt, Summer Picnic, Apple Pressing
Best to stick with these 3 main events

Easter Egg Hunt Saturday 31st March - need to start advertising

Leaders will be Mr. Smith and Mr. Proctor

Need to confirm it doesn't clash with any Church events. Contact Margot.

Brownies leaders may be able to help with entertaining the kids.

DP GS

Activities will include making baskets, face painting for the kids and a work party for the adults. There is a lot to organise so will need to get more people to help.

DL

DP

Working Parties will need to be advertised on Haddenham.net when confirmed. Also on Facebook (Elaine), email distribution and noticeboards. A newsletter article will be written for the February issue to advertise the working parties EP GS DP

CO18 35 DATE OF NEXT MEETING - Wednesday 14th March 2018

CLOSURE OF THE MEETING

The meeting closed at 9.30pm.

Signed: _____ DRAFT _____
Chair

Date: 14th March 2018