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DRAFT MINUTES
MEETING OF THE COMMUNITY ORCHARD COMMITTEE
Wednesday 17th October 2018, 7.30pm
Haddenham Parish Council Office

Present: Cllr Mr Lyons, Dr. Benjamin, Mr Greaves (Chair), Mr Hadder, Mr Proctor
Clerk: Ms. Gilbert
No members of the public.

CO19 21 APOLOGIES

Apologies for absence were received and accepted from Mr. Smith (personal).

CO19 22 DECLARATIONS OF INTEREST

There were no declarations of interest.

PUBLIC PARTICIPATION

None.

CO19 23 MINUTES

The minutes of the meeting held on 22nd August 2018 were AGREED as a true record and signed.

CO19 24 FINANCES

- (i) The balance on the account was noted £1,812.70.
- (ii) An application to the Beer Festival for funding for the shed and tools has been submitted and a decision will be made at the next committee meeting on 15th November 2018. **DG** to find out if the shed can be ordered in advance of the meeting.
A plaque will be placed on the shed to acknowledge the grant.
- (iii) The budget for future expenditure will be updated for the next meeting
To add a 2x2m or 3x3m gazebo will cost £100-£150.
A banner for the gazebo would be useful with the orchard logo. **DG** to investigate.

CO19 25 ORCHARD DESIGN

- (i) Installation of the shed.
A base has been installed with many thanks to Graham Taylor for his meticulous work on this.
The next task is to order the shed although it's not clear if it will be necessary to separately purchase a wooden floor or metal frame.
The bottom edge needs to be sealed with mastic or concrete to stop water running into the shed and it is also important to ensure it is properly ventilated.
Need to confirm with the company how the base is fitted and which base is best for our needs.
CH will call the manufacturer.
Order will be placed by **SG** once grant is in place and order details confirmed.

Order to be delivered to **DG** for storage in his garage – **CH** to confirm delivery arrangements. There is a shed on the allotments of similar specification if members are interested in taking a look.

(ii) Traditional benches

It was noted that the Clerk has contacted the person who has requested a memorial bench. The donor will be put in contact with **DG** to discuss the details.

Locations for benches will be identified at Apple Pressing Day (**ALL**) and the memorial bench policy updated accordingly.

Plaques on the edge of the information board will also be a fund raising opportunity.

CO19 26 ORCHARD MAINTENANCE

(i) The draft orchard management plan was reviewed and is still a work in progress. Further discussion is needed at the next meeting when GS is present as he has drafted the plan. GDPR policy will need to be referenced. A draft has been prepared by SB and will be adopted at the next meeting.

(ii) The orchard inspection reports have been received and there are no issues arising. Thanks to Dianna for continuing to do this.

(iii) Feedback from the last working party.

It was cancelled due to poor weather but the shed base was dug by the committee members.

(iv) Next working party.

Apple pressing day in October so no working party. **DP** will circulate dates for November.

Still need to identify a source of more wood chippings. **DP** to discuss with Graham Taylor.

November working party – putting down bark / mulch. Erect shed if it has arrived.

December working party to erect the shed if not ordered until grant is approved.

Aspire have carried out a last tidy up cut of the grass to remove the remaining odd bits.

CO19 27 EVENTS AND COMMUNITY ENGAGEMENT

(i) Recent events.

The Brownies have been to the site as pre-arranged, there hasn't been any feedback yet. **DP** will ask for some.

SG will draft an agreement for use of the Orchard to make arrangements easier.

The Community Fair went well and several more names were signed up on the supporters list.

Next events.

Apple Pressing 21st October 11am – 2pm – DG, DL, DP, CH and GS can all make it.

Keith will be asked to put out on HdN **DP**

DP has already emailed the supporters list and will put a FB message out.

Weather forecast is looking OK so may not need a gazebo.

An 'A' board will be made to put out on Townsend Green for future events.

Will need some long tables for chopping things up on, these will need protection. DG, DP, GS(?)

Chairs

Refreshments – Flasks of hot water and filter coffee

Mugs, Jugs

Cakes, biscuits

DP will start an email for what's needed that can circulate within the committee to be added to.

A review of the year will be carried out in January to help plan for 2019.

CO19 28 DATE OF NEXT MEETING

21st November 2018.

CLOSURE OF THE MEETING

The meeting closed at 9.00pm

Signed: _____ DRAFT _____
Chair

Date: 21st November 2018