

GRACE & FLAVOUR DIRECTORS' MEETING MINUTES
Thursday 14th March 2024: at 7.30pm

Present	Gerry (Chair), Beverley, John W, Ray, Michael, Rob, Vicky, Ashley		
Apologies	John F, Helena, Carolyn		
Minute Taker	Vicky		
REF	ITEM	NOTES	ACTION
1.	Minutes of Last Meeting (January)	Approved. AB will put on the website.	AB
2.	Actions from last meeting		
2.1	AED Battery Life	No further progress.	RT
2.2	Expenses Policy	AB has reviewed the expenses policy and no updates are required other than to re-date the policy which will need committee approval.	AB
2.3	H&S Policy	RT has not updated the H&S policy yet. He is reviewing it with Jane King in respect of children being in the garden and will bring it to the next committee meeting. JW felt there should be a simpler version of the policy for DofE schoolchildren which he will do.	RT JW
2.4	WHPC Awards	Gerry has submitted JW's name to WHPC to receive a Service to Community award rather than G&F.	
2.5	Squires Award	VR was asked to chase Squires to see when the awards are due to be announced.	VR
3.	Asset Register	MT emailed the list of assets to some members of the garden. The list has now been amended to reflect items that have been disposed of or have gone. He will update the list, retain it and bring it forward annually for checking. RT felt that future donations of any worth should be handled more formally with a form signed by both donor and G&F so that they can be depreciated. GR will Google a form of words.	MT GR
4.	Children in the Garden	After discussion, it was agreed that children of any age will continue to be welcome at G&F, provided (for children under 14) they are adequately supervised on a one-to-one basis by a parent or nominated adult but that that person should exclude members of the Community Garden unless they have a personal relationship with the child. It was also agreed that parents would not be asked to sign a disclaimer but that the induction will be updated to cover supervision of children. It was felt unnecessary to have Trustees. AB will ask our insurers about the position regarding children under 15. GR will draft a response to Tom Suffolk for the committee to review.	AB GR

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5.	Finance report	<p>We have a working balance of £10,787. EHPC have paid £500 for the cost of the patio.</p> <p>Someone has approached WHPC to ask for £300 to go towards the cost of replacing the raised flower bed next to the Potting Shed. It was agreed that, in the future, all requests for funds should be channeled through AB to avoid confusion.</p> <p>Finances generally are on track with budget.</p>
6.	G&F Website and communications including website updating	<p>GR has received no feedback from members about the new website so it was taken that it has been met with approval. It was agreed that it was good to review the website on a regular basis to make sure it was fresh and up to date.</p>
7.	Garden Report	<p>JW reported that not much has happened in the garden since the last meeting. We have had one failure – first crop of peas hasn't germinated but we have re-sown some more.</p> <p>Thanks to VR, Ray and Tom Suffolk for bringing on seedlings at their homes.</p> <p>From next week onwards we will be doing lots of planting.</p>
8.	Allotments Report	<p>MT has bought a new padlock and circulated the new gate code.</p> <p>Plots 27 & 28 are still vacant.</p> <p>The two mowers have been serviced and he has emailed to ask for volunteers to mow between the allotments.</p> <p>He has also asked allotment-holders if they want more manure which will be arriving this Saturday (16 March).</p>
9.	Building Team Report	<p>The team has refurbished the netting to the northern side of the pea cage and they have purchased leg supports and additional bracing in case of summer storms.</p> <p>They have put legs/feet on the ladder used for bird boxes.</p> <p>10 whips from the Woodland Trust have been planted in the gap in the East wall.</p>
11.	Wildlife	<p>Pond clean-up has been completed. Woodland Trust whips have been planted in the east wall along with 5 small beeches, to be kept at hedging size.</p> <p>The wood from the herb bed has been made into a trellis by the pond in the hope that it will support the honeysuckle.</p>
12.	AOB	<p>(1)BN, JW and possibly GR will be attending the NGS lunch on Sunday.</p> <p>(2)Tom Suffolk has suggested G&F buy commercial lavender plug plants for sale at our Open Day, which he kindly agreed to look after. However cuttings propagated from G&F current stock might be a better option.</p> <p>(3)Someone has advertised on the NGS WhatsApp group that they have 500 whips going spare. VT said she would like 50 if possible.</p> <p>(4)AB has been pruning fruit trees in the allotment area and has reduced their height.</p>

Next Meeting: Thursday 11th April 2024 7.30pm, Wesley Room, Methodist Hall, WH
Chairman: Gerry Robbins **Minute Taker:** John Fluker