

GRACE & FLAVOUR DIRECTORS' MEETING

Directors' Meeting 9th April, 2020

Place:	Via Zoom
Directors Present:	Ray Beard, Ashley Brown, Nicki Douet, John Whitlock, John Fluker, Bob Spackman, Helena Stuart-Matthews, Michael Trower, Robin Satow, Rob Treble
Apologies:	None
Chairman:	Amanda de Haast
Minute Taker:	Nicki Douet
Agenda Item	
1.0 Apologies for absence	
	None
2.0 Minutes of last meeting	
	Accepted as true record of proceedings.
3.0 Actions from last meeting	
3.1 Documentation – Nicki received an email from Su, currently spring cleaning & when box file located she will drop it off at Nicki's. Action: Ongoing	
3.2 NT Visit – Update re (1) expansion joints & (2) trees - (1) Rob – An estimate has been sent to the NT but they currently do not have any money for this project. He will write to NT to ask if we can go ahead with the work and recover the costs (approx. £300) at a later date. The work needs to be done soon or further cracking of the wall may occur. Bob – Some cables look slack. Rob – These will be adjusted, one person job. Action: Rob to write to NT. Action: Move to June agenda (2) Robin – Another layer of woodchip has been laid around the mulberry tree. Lime tree in NW corner needs work, also one elm. Keep on agenda with a view to organising work ourselves and advising Sue Streeter. Action: Robin to get quote from Rob Grist	
3.3 Wildlife update – Robin received an email from Gerry Robbins. He has built a bee hotel – or BnB! Some of the plants around the pond to be removed as invasive. Helena to plant seeds. Pond to be topped up. If dip tank(s) filled and left for half a day, the chlorine levels will reduce sufficiently to use the water in the pond. Action: Amanda to thank Gerry & Pat Robbins for their interest and work.	
3.4 Rules and Regulations Review – Rob sent to Ashley to review to ensure 'tallied' with our insurance requirements. Action: Ashley to review	

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3.5 Pruning: Up to date, to a satisfactory standard? – Tying back finished. Ashley suggested photos taken so results can be compared year on year.
3.6 Photo poster for website – For the noticeboard by Budgens. Agreed it should be put on hold for the time being. Action: Ongoing
3.7 Greenhouse staging – Tim Bennett will look at this purchase. Action: Ongoing
3.8 Noticeboards x 2 – Rob will hold back on this purchase to spread expenses. Action: Ongoing
3.9 Pest control – Rats & mice under the shed & greenhouses regularly taking the bait. Rats near the compost are not interested so Rob will move the bait. It was agreed that the person opening up each morning should check the traps. Action: Rob to mark position of traps on big garden map
4.0 Finance Report (Ashley)

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Treasurer's report and annual accounts tabled at the meeting. Donation received for G+F dip tank & legs so shown as £0 on report. Some expenses on hold for time being, i.e. jobs that require 2 or more in close proximity, e.g. compost bins.

Agreed that we should purchase 4 sets of legs for the allotments dip tanks. 2 to be fitted now and the others kept for when needed. At the same time the G+F dip tank & legs will be purchased thus making the most of the £50 delivery charge.

When the weather dries up the allotment drainage problem will be tackled.

We will need another 2 or 3 bags of gravel for the car park this year.

Ray – Rabbit holes that have been temporarily mended need better repairs done.

Action: Ray to check what repairs needed

Helena – Some allotment holders have commented that when weather is bad the paths become very muddy & rutted. Can anything be done to improve them? A couple of options (paving slabs, or geotextile or similar) were discussed

Action: Rob to advise options

Robin – Has asked Surrey Wildlife Trust for advice on pond management but no response as yet. John W advised to check whether we will be charged for this advice. It was agreed that we could make a donation.

Annual accounts – Ashley explained that our auditor, Brian Manners is self-isolating so is unable to commit to when he can review the annual accounts (our accounts are not audited). Therefore, this year, our accounts will be sent to Companies House without being reviewed.

A copy of the accounts should be sent to each member – is it acceptable to put them on the website? Agreed.

Our water supplier, Affinity for Business, has merged with Castle Water.

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5.0 Garden Update (John W)

- 5.1 General update - A few members working at the garden every day means huge progress is being made. We are now almost weed free. Things look promising but some rain would be good! If we don't do the tithe we will be overwhelmed by certain crops, e.g. courgettes & cucumbers. Sweetcorn – In the past we have grown 500 – 600. Do we do the same this year in view of the huge crop loss last year? Agreed we should grow as many but spread over 3 different plots. Asparagus – Agreed for Ray to buy 90 asparagus plants (£90).

John said there was some confusion about which mesh / fleece should be used on which plants.

Action: John to provide examples of netting & fleece with explanations for use

Not sure if members are confident about what they can crop.

Action: John to advise what can be cropped via website & / or whiteboard in Potting Shed

- 5.2 Tithe – It was agreed that, government restrictions permitting, the tithe should go ahead. Suggestions included wearing gloves when cropping & using compostable bags, informing clients of the enhanced arrangements & instructions to them about washing all veg.

Action: Nicki to investigate compostable bags & costs.

6.0 Allotments (Michael)

Water supply to dip tanks – Michael said the supply was turned on last weekend but the top 2 dip tanks are not in use as they need to be levelled and the hosepipe for the bottom 2 tanks has had a fork put through it.

It was suggested that the pierced pipe could be left exposed so this doesn't happen again or a timber edge could be put along the allotment next to the pipe.

Mowing rota – Set up for this year.

7.0 Website (Ashley)

All up to date. The booking calendar is working well. Gerry has provided some up to date wildlife news which will go on soon.

Amanda asked that members be reminded about paying in advance for their produce & flowers to save handling cash.

Action: Next newsletter to include contacting Ashley for G+F bank details

8.0 Building team (Rob)

Allotment dip tanks – Quote for new legs

Agreed at 4.0

2nd water trough for garden

Agreed at 4.0

Rob said that the building team are observing the 2m distance when working in the garden.

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9.0 Covid-19 guidelines – Overall review. Are they working?
Agreed that they were working but Ashley to reiterate them in the next newsletter and that they MUST be followed, i.e. 10m apart when working and *at least* 2m distance when conversing. Also tea breaks must be staggered, i.e. no 'communal' breaks

The arrangements for spraying the gate & padlock were discussed. It was agreed that to prevent too many people having to touch the gate, it should be left open by the first person to arrive and closed & padlocked by last person leaving (i.e. irrespective of the time of day, if you are leaving the garden empty then you must close & padlock the gate). This will be trialled for one month.

Action: Ashley to include on website & in next newsletter

10.0 Horsley Directory – Article in current edition
Amanda said that it was a good article (written by John W) with some lovely photos. Rob suggested that a note be put in the next edition that the garden is currently closed to all except active members.

Action: Amanda to contact Horsley Directory

11.0 Donated tools
Ray – A dozen spades (suitable for the taller gardener) were donated to the Fountain Centre but they have no need of them. Do we want any? Bob said a couple would be good. Donation to be made to the Fountain Centre for them.

Bob said he has reviewed the tools donated via Michael. He will put those that we don't need up for sale in the Potting Shed.

12.0 A.O.B.
Elm – Ashley said that The Conservation Foundation's Great British Elm Project has been advised about the elm tree that has died – probably due to dry weather.

Michael reported that Trevor has come across a basket of Wolf tool heads in the green shed. John F will have a look to see what handles are needed to ensure best use.

Action: John F to check Wolf tool heads

Date of next meeting:

Thursday 14th May, 2020 – 7:30pm – Location TBC.

Minute taker: Robin Satow