

MINUTES FOR LEECHWELL GARDEN ASSOCIATION COMMITTEE MEETING (06/11/24)

Held at Reconomy Centre

Present: David Mitchell (Chair), Lu Overy (minutes), Claire Morley, Alicia Grace, Paul Church, Robert Vint, Rory Batt, David Martin

Apologies: Shirley Prendergast, Belinda Batt

1. **Previous minutes:** The minutes of the meeting on 8/10/24 were approved

2. **Matters Arising/ held over:**

Security, vandalism and anti-social behaviour.

From now on, we will restrict the inclusion of new, moveable and potentially damageable structures and objects in the garden.

Other suggestions for future exploration:

contacting Grove School

introducing a newsletter for parents

Respect Day (See Tony Gee's email dated 18.10.24 via Claire) May/June.

ACTION: Alicia to work with Tony on this.

Plastic-free policy (prompted by proliferation of plastic toys and resulting litter)

Pool Project

No reply yet from SHDC or HE.

ACTION: Shirley, Dave and David to decide next move.

Upgrade the LGA Committee-only contact/info list

Whose action?

Councillor Luisa Auletta's comments and suggestions (dated 17.9.24).

ACTION: Belinda to keep Luisa/Town Council updated on how we spend their money ; also to coordinate with their comms person to amplify their message.

1. **AGM**

Tuesday 10th December at 5.30pm, in the Reconomy Centre.

Updates on membership of the committee:

Dave willing to attend meetings though not as a committee member

Paul willing to stay on as Treasurer. He will also look after the Paypal account.

NB. Anyone can come to the AGM (and all meetings) but they don't have a vote.

ACTION: Dave to put up AGM notice in the Garden.

Dave to write Paypal admin instructions for Paul and hand over.

2. **Draft proposal for Publicity – defining responsibilities for LGA committee members in 2025**

Rory didn't receive much feedback about this, and proposed we set aside time to go through the list of roles and tasks and spot our gaps, to actively recruit new committee members in 2025.

ACTION: Rory to send out job list again

All to mark up with the tasks that they personally undertake

All to meet in January 2025 to work through the responsibilities and identify the remaining gaps.

All to agree date

3. **Lost property and LGA contact email address for the website**

ACTIONS:

Lu to check on whereabouts of the Garden box (**UPDATE**: it's broken and retired for winter)

ACTION: Dave to update the website and committee member contact details – to retain the list of LGA committee members but remove personal email addresses and replace with a generic LGA

address. (**UPDATE - complete**)

(Who is going to monitor this?)

4. Treasurers report.

Paul reported that funds on account are £9872 with £313 having been spent on gardening services in September. Donations of £71 plus £87 via Paypal.

5. AOB

a) Alicia spotted that our advert on VisitTotnes is out of date.

ACTION: Who? Notify and correct

b) Claire suggested that we arrange sub-groups to progress items outside the monthly meeting and then to report back.

ACTION: carry over.

c) **ACTION: Lu** to sort out Facebook page with Belinda

d) Work is needed on deciding how to manage the website – its purpose; future format (Wordpress?); how to ensure the archive is preserved...

ACTION: carry over.

e) Lu and Alicia are attending a South Hams Volunteer Engagement Event

ACTION: report back anything useful.

f) Wildlife in the garden. What have we actually got? What have we lost?

ACTIONS: Robert will ask Luisa if there's anyone can do a survey.

Alicia to contact Devon Wildlife Trust to ask likewise.

g) **ACTION: Lu** to ask Shirley for summary of the Garden in 2024 and planning for future consultation – to go into the Totnes Directory ideally in January to invite people to join. (Also Totnes Pulse). Plus Belinda as part of comms plan...

h) **ACTION: Alicia** to read and critique Constitution – does it do what we want it to?

Date of next meeting:

Annual General Meeting, Tuesday 10th December, 5.30pm. Reconomy Centre.

January meeting: date to be agreed