

## **MINUTES FOR LEECHWELL GARDEN ASSOCIATION MEETING**

**Monday 10<sup>th</sup> May 2010 2.30pm**, Leechwell Cottage

**PRESENT:** Sue Holmes (Chair) Jeannette Willington, David Mitchell, Janet Mitchell, Robert Vint, Jim Carfrae, Ed Vidler, Wendy Reid, Shirley Prendergast (Sec). Thanks to Dave and Janet for venue and hospitality.

**1. APOLOGIES:** Alex Whish

**2. MINUTES of LGA MEETING** April 21st 2010: agreed.

Minutes of LGA meeting 1<sup>st</sup> April 2010, item 7: reference to 'English Heritage funds' will be deleted- LGA were aware that no such funds available.

**3. MATTERS ARISING:**

Re the 2 newly allocated disabled parking spaces next to main garden entrance: while delighted to have these, LGA does not want this to result in loss of disabled spaces in Heath Way car park. **RV**

The grass seed has now been sown in the lawn and long grass areas of the garden

Sue will be reporting back progress on the garden to the Town Council May 10 **SH**

Town Council Champions will be invited to participate in the project. **SH**

Sue has asked for a meeting with SHDC legal team to discuss access, M of Agreement and management plans. To take the place of partnership meeting (arranged for 18th May).

**4. COMMUNITY SPACES GRANT APPLICATION :**

Sue reported that the Community Spaces grant application had been finalised and sent off a few days previously.

Everyone was to be congratulated on the huge amount of meticulously detailed work that had gone into the application over the last months. Special thanks to Sue for her lead, and to Dave for his work drafting and updating the form and the LGA Website.

The application will be made available on the LGA Website.

There are a few documents outstanding (ie M of Agreement) and some tidying up (ie tender process) remains to be done.

CS should make a decision in about 10 weeks time- mid to late July.

**5. SHDC HANDOVER OF THE GARDEN.**

The handover should take place once the outcome of the CS grant application is known.

Agreed that the 1<sup>st</sup> stage of the garden must be fully completed and to an acceptable standard before handover- to be discussed with SHDC: **SH, EV, JC**

Possible handover issues to be raised:

Pool needs safety fencing: Shirley has raised this with AW

Knotweed, nettles, brambles and ivy on trees must be killed off before handover

The LGA feels it is necessary to have water and electricity in the garden. It was originally supplied to Midas Offices so may still be connection points. Dave will check with Clive. **DM**

**6. AGM.**

Meeting ideally before the end of June- 28/29/30<sup>th</sup> June suggested, dates depending on availability of Civic Hall. **SH**

Dates also dependent on availability of Ross Kennerley and Alex Whish of SHDC who will speak at the AGM

AGM to be held between 6-7 pm with attendees invited to view the garden afterwards at 7.30

Some possible changes to constitution of LGA may be needed. For example, at the moment the LGA consists of 10 elected and 5 co-opted members. Is there a need to enlarge the LGA in light of future needs/planning particularly the involvement of significant numbers of volunteers in maintaining the garden? What should be done about elected members who do not attend meetings or send apologies? These will be discussed at next LGA meeting.

## **7. STRUCTURE OF LGA**

*Membership and Volunteers*, clarification needed: who counts as a member of the Leechwell Garden Association (presently no fee is charged for membership); what is role and involvement of partner organisations (as per CS grant application). **SH, JW**

Jeannette will organise meeting of volunteers to plan the herb garden- this can be undertaken immediately. **JW**

*Sub- groups*: Sue proposed a new (John Croft's) model for future management of the garden. It is proposed that the LGA committee would take an integrating, overview and organising hub role at the centre of sub-groups or sub-committees who follow previously agreed plans: to be discussed further at next meeting.

*The pool*: Shirley said that she thought the pool area was not a sub-group project. It was the final structural part of the original plan for the garden, Development Stage 3, which LGA had promised to deliver to the community. There was still much to do in this area which had been put to one side so that Stages 1 and 2 could take priority.

She was not available to Chair the proposed Pool Sub-group

Although two reminders sent, SHDC had not yet taken action following the meeting on March 9<sup>th</sup>- when EH had given permission for them to commission a WSI (Written Schedule of Investigation) as the next urgent stage in getting consent to restore the pool. **SP, RV**

## **8. AOB**

Agreed to ask Anna Lunk (TTC Green Councillor) in personal capacity, if she would be willing to be co-opted onto the LGA Committee. **SP**

BTCV Insurance and risk forms have to be completed to cover volunteer work in the garden. The LGA will pay for this immediately and recover cost later. **EV**

Members of Totnes Town Council will be invited to an advance viewing of the garden sometime in June. Date to be decided.

Next LGA meeting May 28<sup>th</sup>, will be devoted to planning the AGM. The meeting following, DTBD, will consider the future structure of the LGA and how to take forward the last part of the garden- Stage 3- the pool area.

**9 DATE OF NEXT MEETING: Friday May 28<sup>th</sup> now confirmed as 7.30pm, Jim's house 1, Kingsbridge Hill.**