

LEECHWELL GARDEN ASSOCIATION

Minutes for meeting Tuesday 17 March 2009 Birdwood House

OFFICERS' MEETING 6.00pm

Attended by Ed Vidler, Shirley Prendergast, Sue Holmes (chair)

SH to phone MC

1. LGA Financial Management:

- a. DOS funds (approx £400) to be transferred to TDT impressed account. Current signatories – Michael and Thena Kendall, Judy Westacott and Ed Vidler. Robert Vint to be added ie 2 LGA signatories
- b. SP to contact Lionel Harper and Dave Mitchell to arrange. EV to send bank details **SP and EV**
- c. EV to hold £200 of transferred funds in cash for dispersal of small invoices

2. Financial management for SHDC funds

- a. LGA needs written confirmation from SHDC on funds to be transferred to LGA (see item 6 and attached list)
- b. How account to be managed to be agreed between SHDC and LGA?

3. It was previously agreed that community members with an interest in tendering for Leechwell Garden delivery would not stand on the committee. It was agreed that this would also apply to members of sub-groups. However, potential tenderers would be welcomed to give presentations to LGA (see 4.)

COMMITTEE MEETING 7.00pm

Present: Ed Vidler, Shirley Prendergast, Sue Holmes, Janet Mitchell, Jeannette Willington, Robert Vint

Invited: Robin Lacey, Jan O-Highway, Jacqi Hodgson

1. APOLOGIES

Jim Carfrae, Dave Mitchell, Wendy Reid

2. PREVIOUS MINUTES

The previous minutes were agreed

3. MATTERS ARISING

- a. Discussion on community office postponed
- b. Sub-groups – see 3. above

4. PUBLIC ART PRESENTATION

Robin Lacey gave a thoughtful and thought-provoking introduction to the role of public art and artwork in a specific site. Jan O'Highway then gave an excellent illustrated presentation on examples of garden art worldwide, which was very much appreciated. **SH to send thanks**

Robin agreed to research:

1. Process for commissioning pieces
2. Possible art co-ordination between sites in Totnes

RL and JO handed over documents and copy disc **SH to pass to JM**

(To be on website? See 7)

5. UPDATE ON WORK IN PROGRESS IN GARDEN

Mark was not present to report back after meetings with site manager. Grave concern was expressed by LGA that work by contractors in the garden was under way without LGA having a list of works agreed between Midas and SHDC, including the removal of trees and work on hedges bounded private properties.

It was agreed that Jeannette Willington make weekly site visits, with the site manager and relevant documents, and report back to LGA. Drawings of hedging detail drawn by Charlotte to be passed to Jeannette for information.

SH to contact RK

SH – docs to JW

Whether the original drawings showed a raised bank in front of the Heath Way houses needed to be clarified. (Note: This will be raised with SHDC as part of a wider review of other changes to the original designs: LGA must also ensure that changes are not being made to the garden design)

It was also decided that a site visit by the committee before the meeting on 27 March was necessary to assess present state of site. **SH to contact RK**

6. QUESTIONS FOR MEETING WITH SHDC 27 MARCH

EV and SH to draw together a list on Thursday 19 March at 9.00 of the questions raised by the committee and forward it to SHDC and Charlotte Rathbone before meeting. It was not discussed whether list to be confidential.

EV and SH

7. WEBSITE

Dave (via Janet) was congratulated on the LGA website.

Ed asked if the role and involvement of Totnes Development Trust be included

EV + DM to discuss

Robin and Jan to be asked if their material could be put on the website

SH to check

8. AOB

Janet raised the subject of linking possible development on Pooh Corner (Heath Garden), which has long been the focus of DOS and community consultation, with Leechwell Garden.

To be added to list

Note: Constitution permits LGA a role in other Southern Area public spaces.

9. NEXT COMMITTEE MEETING

Meeting with SHDC on 27 March 10.00 at Mark's house – 5 Heath Way.

Attending will be: Alex Whish, Charlotte Rathbone, Mark Chapman, Ed Vidler, Sue Holmes, Shirley Prendergast and Jeannette Willington.

Site manager to be invited

SH to invite via SHDC

NEXT COMMITTEE MEETING

Monday 6 April 7.00pm in Birdwood House

SP to arrange

SH/18.3.09

POINTS TO BE RAISED WITH SHDC 27 MARCH AT 10.00

1. Contractual agreement required between SHDC and LGA for Constitution Appendix 1
2. A list of contracted work that SHDC have requested Midas to undertake with cost figures
3. Clarification of who has responsibility for monitoring of Contractors, particularly work on boundaries and pernicious weeds. LGA will undertake a weekly inspection by one of the Committee but what is the agreed process if errors have been made.
4. A timetable for completion of the work by Midas.
5. Confirmation in writing that SHDC have set aside/ringfenced £30,000 for the LGA to undertake their part of the work, plus any surplus from S106 funds (£120,000) left from the work currently being completed by Midas
6. Confirmation that the above monies will be paid to LGA (using the Totnes development Trust bank account) for their prioritisation, subject to normal SHDC controls.
7. An outline of future roles of SHDC and Charlotte Rathbone, including whether SHDC accept the possible need in the longer term for maintenance
8. Clarification on the position of insurance re; site and volunteers. Who will cover what etc? Note: previously volunteers only covered under SHDC insurance if an officer present.
9. Re: DOS' letter concerning English Heritage and repairs to the pool (pool is a scheduled monument under SHDC ownership). What is the current situation?
10. What are the results of the water flow rate tests?
11. Would a SHDC representative like to attend LGA committee meetings?
12. Would SHDC grant permission for an open-day event when Midas leave site? Expected due date?

EV/SH 19.03.09