

MINUTES FOR LEECHWELL GARDEN ASSOCIATION COMMITTEE MEETING
May 28th 2014 6pm Fire Station Community Room, Totnes

PRESENT: David Mitchell (Chair), Susan Taylor, Liz Warnes, Jim Carfrae ,

NB the LGA constitution says that a minimum of three committee members are required to form a quorum- we just made it!

1. APOLOGIES: Lu Overy, Shirley Prendergast, Marsha Cummings, David Martin, Jeannette Willington, Ed Vidler, Keith Rennells, Susie Boyd, Catherine Munro, Robert Vint

2. MINUTES:

Dave had amended the minutes of the LGA Committee Meeting held on 30th April 2014 to incorporate an amendment requested by Suzie Boyd about the gravel and the amended minutes were agreed.

3. MATTERS ARISING:

Young Gardeners and the planting round the 3 Guardians – it was agreed that Dave should email Rachel about her plans for this as the matter was rather urgent. **Action: Dave**

4. SHDC Update including License Issue

See attached memo from Keith. Susan wanted Keith to be told how good the Yellow Rattle he planted was looking.

5. Update on plans for the Leechwell

Shirley felt that the article in the Totnes Times this week was good news in that the Town Council have now confirmed that they will contribute £2000 towards the repair of the well. She has written to Councillor Tony Whitty seeking the £336 (plus expenses) we need to pay Oliver Bosence to do the necessary work preparing our Scheduled Monument Consent submission to English Heritage.

6. Results of the Spring Celebration

All agreed that the Spring Celebration had been a tremendous success – we raised nearly £900 and all those attending had a great time.

7. Committee Changes and AGM

With Robert leaving and Carol Wellwood not wanting to join, it looks as though the committee will no longer have a Totnes Town Councillor or SHDC Councillor on it. Dave and Jim didn't think it likely that Pruw Boswell (who lives in Harberton) would be able to take on the job (nor Judy Westacott either).

Dave mentioned that he had received an email from Kerry Brindle (who lives in Totnes) expressing an interest in helping the LGA – including the committee. He will be writing to her to tell her of the date of the next meeting and AGM when these have been decided.

As far as the AGM is concerned no date was decided but it was felt it would be better to hold it in July (since several people are away on holiday in June and August). Rather than hold it in the Fire Station it was felt the Kingsbridge Inn (which has been used before) would be a better location.

8. Pennant Award

Dave and Susan agreed to put together a set of photos to be presented to the Pennant Award judge (Bob Sweet). There's no confirmed date for his visit but Diana Cusack will let us know. **Action: Dave & Susan**

9. Love Parks Week

All present agreed that Catherine should go ahead and plan for a one-day "*Health in the Garden*" event during Love Parks Week (July 25th to 3rd August). **Action: Catherine**

10. Proposed New Sign

Liz had brought along the wording of a new sign produced by Jeremy Logie. It was agreed that a new sign was a good idea and that Dave should write to Jeremy (copying Keith Rennells) stating that the LGA would take his suggestions into account and work with SHDC to agree a new sign which SHDC would then produce (as has happened in the past).

Action: Dave

11. Volunteers

Lu has agreed to take over the work on the main bank next to the Herb Garden from Susan and Susan feels the other bank looks good enough to be left to its own devices.

12. AOB

Dave showed Shirley's LGA Finances Summary (attached to these minutes).

Liz mentioned that lately teenagers have been climbing into the garden after it has closed and have damaged plants and stakes in the process. She felt that the ramp in the lane near the small gate was too attractive a place for teenagers to sit and drink (after which they felt bold enough to climb over the wall). It was agreed that Dave should write to Keith asking if there was any way of making it less comfortable!

Action: Dave

Dave noted that he had bills (for the 3rd Gazebo, for the new "Who Made What" sign and the "Spring Celebration" leaflets printed by Veasy's) which he would pass to Jeannette.

10. DATE OF NEXT MEETING: both Dave and Jim will be away on Wednesday June 25th which would otherwise be the date of the next meeting. It was agreed that Dave should circulate a note asking if the following Wednesday (July 2nd) was any better and if so ask the Fire Service if the room was available.

Action: Dave

LGA FINANCES Jan – end May 2014 (Shirley's record)

General Account	In	Out	Pool Account	Imprest Lloyds
Jan/Pub Quiz	213			
March/transfer to Imprest		250>		250
April/SHDC Public Art			2K	
Plant stall- Liz Jeannette/Di				
28.4.14	135			
8.5.14	50			
28.5.14	142			
Book stall -Shirley				
8.5.14	205			
28.5.14	52.30			
May/Paige Adams	100			
May/ Liz Clegg snake bench		320		
May/ Woodmanship 2 large benches (Locality Grant)			1150	
May/transfer from Pool Account –pool hedge (Locality Grant)	350		<350	
May Event (gross)	893.65			

Our finances since January 2014 have been quite complicated. This is record I have kept of some of our income, spending and transfers. It is not complete as there will have been other payments made and maybe other sources of income (?)
 Luckily, most of our day to day spending on the garden has gone via the IMPREST account which Jeannette is looking after.

SHDC Report from Keith Rennells

I'm having to give my apologies again this week, but as the issues are stacking up, will try and come to the next one....guessing the end of June?

So by way of update from our end:

1. **Path surfacing material** - I appreciate we all have serious doubts about this material binding/wearing in, and guess it hasn't shown any signs yet? I will feed that back to the property services manager, but will take a quick look this week as well. It was always going to be a struggle to 'bind' even the original material, but wearing in is a hope..... obviously if some material being swept/collected, then fine, and I have no objection to Catherine using some at The Lamb. Waste not, want not.

I'm a bit concerned though about what Susan said about 'damage' to beds:

"But I think the paths need clearing as a priority because that is continuing to damage the beds".

I have been asking for such feedback for a while now, but whilst inconvenient and difficult, nobody has suggested any damage. I would appreciate clarification as to what this means – is it that the excess material migrating onto the beds?

2. **Signs** - I note the email from Liz:

"Please can you make space for a new sign idea that has come via Jeremy Logie from TDT and from a resident point of view. I will bring to meeting a draft - he has been working with the community policeman and SHDC."

We would be interested to get more info on this; who at SHDC is involved in the planning?

3. **Labour costs** - again, I note Ed's feedback to the meeting minutes requesting additional funds. I will continue to liaise with Ed on funding in general, but was there something specific that needed funding now, and if so, what is it, and how much?

Councillor visit - I'll also back-up Ed on his feedback – SHDC councillors were not there to look specifically at Leechwell garden and its funding/management needs. It was part of a wider awareness raising about community involvement at SHDC own sites, and therefore not appropriate for detailed LGA on site discussions. They were on site for 10 minutes tops!

4. **Heathway West agreement/access** – I obtained an update from SHDC's legal team this morning, and the long drawn out process is still in the hands of the Management Company's solicitors. They have a lengthy process to go through themselves. I'm afraid there is no immediate prospect of the third access opening.
5. **Events in Leechwell Garden** – a reminder that the LGA acts as a first 'sift' of event applications, and makes the decision as to whether an event can take place. However, we do still need the event applications form completed for events where the general public are being invited. We have a duty of care to ensure event organisers have the

necessary £5 million public liability insurance, (and if not that TDT or another will insure), we need to make sure activities are risk assessed, that waste management (litter) issues have been addressed and that all necessary licences are in place depending upon the nature of the event. Live and recorded music, bouncy castles etc – all needs to be properly considered. The event application form is on the website.

So a reminder:

- (a) If it is an event/series of events being run by LGA/TDT and friends, then you can submit all on one seasonal application – Catherine does this already**
- (b) If it is an event requested/organised by third party organisation (and LGA agree to it), the event organiser must complete the SHDC application form. Both events in the last meeting minutes might fall into this category, or they might not – either way, SHDC officers need to see what is happening and make that call – thanks.**

- 6. Hedge cutting** – (again in response to a query from Susan) - hedges at Leechwell are scheduled to be cut late summer/early autumn – is there an issue now?

So apologies once more for my non-attendance. Lots of really good things are happening at Leechwell, and we are extremely grateful to all the hard work of the volunteers involved. Many, many thanks.

Hope to see you next time,

Keith