

# MINUTES FOR LEECHWELL GARDEN ASSOCIATION COMMITTEE MEETING

September 17 2010 2.30pm, Birdwood House, Totnes

**PRESENT:** Sue Holmes (Chair) Jim Carfrae (Phase 2 Project Manager), Janet Mitchell, Wendy Reid, Jeannette Willington, Lorette Logie, Jill Tomalin, Robert Vint, Alan Gorman, Anna Lunk, Ed Vidler, Helen Sands

1. **APOLOGIES:** David Mitchell, Ross Kennerley, Alex Whish, Shirley Prendergast (Sec)

2. **MINUTES:** LGA COMMITTEE MEETING September 2nd 2010:

Agreed with the following corrections:

Item 5 (Sue) Totnes Healthy Futures volunteers to be integrated into *events* programme

Item 6 (Jeannette) Most plants in the herb garden must be planted in the spring as and when appropriate.

3. **MATTERS ARISING**

4f. The car park closure for the launch needs to be confirmed with Alex & Chris Lucas AW

5. Public Art Competition. Janet has gone ahead with the work in order to meet the deadline. Janet is awaiting confirmation that Peter Randall-Page that he can be on the jury.

AOB. Sue is awaiting details about the work of Property Services prior to the launch.

4. **REPORT FROM JIM CARFRAE, PROJECT MANAGER**

**a. Pergola.** The site has been surveyed and the post bases pegged. It will be erected next week.

Jeannette requested agreement about protection of the path and removal of the soil from the holes.

**b. Gates.** Main gates may be ready by the launch on the 17th October.

**c. Stone walling.** The stone has been approved and will be delivered on Tuesday.

Provisional dates for the volunteer work are any 2 days from Wed 6th to Sun 10th October.

5 volunteers could do the work on Wed 6th & Thu 7th October.

A modification to the line of the wall was noted.

**d. Seats etc.** Tim Crowley's Picnic Bench will be ready by the launch.

Scott Wojka's benches on the herb garden wall will be ready by Christmas.

**e. Play equipment.** Mike Jones will make minor alterations to the play equipment following its official safety inspection.

**f. Opening Launch Event** The following items are expected to be ready by the launch on the 17th October:

Pergola, Picnic Bench, Stone Wall and possibly the gate - but not the herb garden benches.

A safety fence is required around the pond – agreed with SHDC Property Services

The date and cost of a fence to be raised at the end of the Mitchell's garden needs clarifying

5. **VOLUNTEERS**

The volunteers will visit the garden on the 3rd October. Jill has provided a plan.

Representatives needed at this meeting include:

2 herb garden group reps (Jeannette & Anna), 2 activities group reps (Sue & Robert), Jill, Alan and Jim (project manager).

6. **COUNCIL VISIT**

10th October. This is likely to be informal.

7. **LAUNCH EVENT**

Helen Sands presented her proposals for an opening ceremony (see appendix)

Helen circulated a poster design, which was approved.

It was agreed to print 500 A5 fliers and 25 A4 posters for distribution to neighbours.

8. **TEAM FEEDBACK**

**Herb garden:** Jeannette - seeks views on suitable plants for the pergola.

**Art Competition:** Janet's plan was agreed.

**Vols/Comms/Launch Event:** Jill offered to be the key contact point for coordinating preparation of

the launch event and on all comms issues)

## **10. POLICIES AND FAQs**

**a. Access times:** All are invited to respond to Jill about proposed opening times.

It was agreed that the minimal variation of times is required and that a majority decision would be made on the most appropriate times. If times can be agreed members were happy for the residents to be responsible for locking the gates

**b. Maintenance Plan table** - copy to be sent to Lorrette.

Robert's notes on consultation on dogs, drinkers, anti-social behaviour etc to be sent to all - **RV**.

## **12. AOB**

**a. Moorashes garden.** It was unanimously agreed that LGA should declare its intention to take over the management of the Moorashes garden from SHDC.

**b. Totnes in Bloom:** Sue reported on the work of Debbie Miller-Wright, who is helping maintain many of the small open areas across the town, and proposed a link with LGA. It was agreed to propose a two-way partnership.

**NEXT MEETING:** Wednesday 22nd Sept, 4.00pm