



# Bishop's Waltham Gardening Club



Registered Charity No.  
1169353

## Minutes

Date: Monday 28 April 2025 at The Shed

Time: 7:30 pm

Present: Dave Bennett (DCB) (Chair), Maewyn Cumming (MC), Linda Haysom (LH), Ron Haysom (RH), Alison Perry (minutes) (AP), Gill Hamill (GH), Gill Williams (GW), Larry Mabey (LM), Anthea Mabey (AM), Robin Breach (RB), Kate Cassell (KC)

Item	Minutes	Actions
1. Apologies for absence	Katrina Lucas (KL)	
2. Minutes of previous meeting	Accepted	
3. Actions list – Outstanding Actions from March Meeting	<ul style="list-style-type: none"> <li>• DCB to approach PC about container on site – to do.</li> <li>• Show Committee to send DB list of classes so that these can be programmed to go out on socials. Finalising</li> <li>• DCB to speak to PC about sorting out drainage into site – to do – 29/04/25</li> </ul>	
4. Finance	<p>See LH's finance papers.</p> <p>At present budget is showing £1193 shortfall this year, month 6 showing a small profit – so no issue. Still showing an unallocated amount of £18 – LH has in hand. Most budgets showing overspent so far this year. LH confirms this is not a concern as it will even itself out by the end of the club's financial year (Sept).</p> <p>Charity funds showing an increase of £15.</p> <p>Need to purchase more raffle prizes for monthly meetings. <b>Agreed</b> - no issue as generally raffle tickets cover their costs.</p> <p>Question about the Admin, website and subscriptions column showing £16k spend – LH explained that this was the transfer to the savings a/c.</p>	<ul style="list-style-type: none"> <li>• MC to sort raffle prizes.</li> </ul>
5. Membership	Steady numbers of members – 1/3 seem to want allotments.	

6. Shop Voucher Scheme	<p>Trustees discussed the logistics proposed for this new scheme. There will be 1 master list kept at the shop which is where members will pick their vouchers up from. The list will show whether members have picked up their vouchers or not. It is likely that there will be a number of questions when this begins so suggestions that for the 1<sup>st</sup> few weekends have extra vols on in the shop to deal with questions and giving out vouchers.</p> <p>Points to note:</p> <ul style="list-style-type: none"> <li>• Scheme is Just for allotment holders.</li> <li>• Paid per plotholder. £5 per holder.</li> <li>• Info will go out with Membership renewal – July</li> <li>• Paperwork to go out to members in Sept as part of renewal</li> <li>• Vouchers will be available to those who have paid by 1<sup>st</sup> Oct in the Shop from 4<sup>th</sup> Oct.</li> <li>• If paid after 1<sup>st</sup> Oct they will be available the week after.</li> <li>• Vouchers will have an Expiry date of Sept 2026.</li> <li>• As this scheme was ratified and agreed at the AGM all members who are plot holders will have to pay for the £5 – no exceptions.</li> <li>• If someone refuses to pay then trustees have <b>agreed</b> that they will be given notice to vacate their plot</li> <li>• Trustees to maintain the right to cease the scheme</li> <li>• Shop vols to record sales in the sales book with a V (voucher), if spend is over £5 then annotate with S (Sum-up) or C (cash) for extra amounts.</li> </ul>	<ul style="list-style-type: none"> <li>• LM to add extra vols to shop for Oct to help with distribution of vouchers etc.</li> <li>• LM will monitor the success of the scheme (this will be that all plotholders will use their vouchers in the shop and the shop will see a slight increase in takings as a result)</li> <li>• AM to double check plot agreement that the proposal aligns with constitution.</li> </ul>
7. Trading	<p>Over £1K for month to date which is really positive. LM has sourced 75litre bags of mushroom compost. Gro-bags went quickly so will get some more.</p>	<ul style="list-style-type: none"> <li>• LM to write paragraph for why mushroom compost good and MC/RB to include in newsletter/email</li> </ul>
8. Allotments	<p>Small waiting list which is good to have.</p>	
9. Allotments - maintenance	<p>Taps now switched on – 2 repairs fixed, Mowers all going ok, couple needs repairs, There was a discussion about the petrol trimmers as they are not well used. Reassess at end of summer season.</p> <p>David B trying to get date for May for opening with Mayor. NB – Date set for 6<sup>th</sup> May.</p>	<ul style="list-style-type: none"> <li>• KC to sort mower repairs</li> <li>• KC to sort a record for shop vols to mark down if asked for petrol trimmer</li> </ul>

	<p>Woodchip delivery bit haphazard. MC to get her hedge man to deliver some woodchip.</p> <p>Trustees discussed Tyres – - <b>Agreed</b> there should be none on allotments.</p> <p>Had a short discussion about pallets – need to check the stamps on them if using for planting - HT – heat treated – fine to use, MB – methyl Bromide – not safe</p> <p>It was noted that there have been a number of plots sprayed with herbicide. Trustees <b>agreed</b> that they would rather ploholders refrained from herbicide/pesticide spray particularly if close to other plots as we like to encourage the use of organic methods of weed/pest control.</p>	<ul style="list-style-type: none"> <li>MC to send email to discourage herbicide/ pesticide use out to ploholders.</li> </ul>
10. Allotments - roadway/path / fencing/H&S/ Drainage	<p>Fencing contractor booked for 9/06/25. DCB trying to get this date brought forward.</p> <p>Awaiting response from PC for their agreement on purchasing the gates for either side of the shed.</p> <p>Steve Arthur from PC to check gate measurements and that the spec is correct.</p> <p>Plot holders need to be informed adjacent to track for fencing.</p> <p>LM has been looking into the drainage issue and managed to clear the culvert alongside the shed.</p> <p>Blockage was due to collapse of roadway section and therefore the pipe will need to be replaced at some point. At the moment the culvert pipe will need to be rodded regularly and for the time being kept open so we can monitor what happens with the water</p>	<ul style="list-style-type: none"> <li>AM to speak to plot holders adjacent to the track, LM to peg out line of fencing so obvious to people</li> <li>LM/DCB to speak to Steve Arthur from PC about their responsibility for drainage.</li> <li>LM to monitor water movement along road and into ditch</li> </ul>
11. Plant Sale	<p>GH has arranged lots of help from volunteers but requests that trustees attend for at least part of the day – please space out.</p> <p>KC – offered to be around for mowers for fri evening.</p> <p>RB/RH - Refreshments</p> <p>AM/LM - money</p>	<ul style="list-style-type: none"> <li>MC to send out reminder to members of plant sale, donations, where to park and no mowers on sat.</li> <li>AM to speak to lorry driver to ask if he can park elsewhere for Saturday.</li> </ul>
12. Monthly programme	Next meeting – 28 <sup>th</sup> May - Steven Oaks – Birds and then beavers the meeting after	
13. Social programme	<p>Beaulieu – sold out</p> <p>Wakehurst – one space left</p> <p>October social – KL looking into feasibility of Priory Park</p>	<ul style="list-style-type: none"> <li>KL to report back at next meeting on October Social</li> </ul>

	Next meeting trustees need to make decision about Aug BBQ	<ul style="list-style-type: none"> <li>AP to add Aug BBQ to May meeting agenda</li> </ul>
14. Annual Show	Show programmes out, we have enough locations for the Pearsons boards for people. Need to update FB with stories or themes for show.	<ul style="list-style-type: none"> <li>Show Committee to let MC know what they would like to go out on FB</li> </ul>
15. Update / publicity / social media	<p>Update from RB –</p> <p>HFHS need to check the submissions</p> <p>Managed to get 3 notices at Houchin Street, Articles to parish mag and others including reminders</p> <p>RB queried whether we could get a new notice board at The Shed/Allotments because when you open Shed doors the notices/posters cannot be seen. Trustees discussed this – currently nothing in budget. Suggestion was to use the A-frame for the time being.</p>	<ul style="list-style-type: none"> <li>RB to print extra notices for A-Frame, Trustees/Shop worker to ensure this goes out when opening shop.</li> </ul>
16. Community orchard	<p>Discussion about RH proposal, - <b>agreed</b> for replacement timber stakes, <b>agreed</b> new tree, <b>agreed</b> clover seeds, RH to monitor trees for damage before agreement on spend for green mesh fencing –</p> <p>It was reiterated that <b>only trustees</b> can authorise spend on the orchard (and elsewhere) and <b>RH needs to have pre-approved</b> this –. <b>No other spend to be authorised.</b></p>	<ul style="list-style-type: none"> <li>RH to take pictures and assess on a regular basis any damage to orchard trees</li> <li>RH to speak to Steven Arthur about drainage at Orchard,</li> <li>DCB to look into a MOU (memorandum of understanding) between BWGC and BWPC for Orchard (and other things).</li> </ul>
17. Charity programme/Butterfly Garden	<p>Library – RH to get dates for this, July event – already have 3 vols</p> <p>Maddie (student) appreciated sponsorship, photo to go on website – positive</p>	
18. Any other business	<ul style="list-style-type: none"> <li>National Allotment Week 11-17<sup>th</sup> Aug – summer BBQ this date</li> <li>LM – mushroom compost on Friday, KC – cover</li> <li>Millenium statue – painting it to be discussed</li> <li>finance meeting</li> <li>KC – can we send a card to Tony Hedges?</li> <li>RB – logs to pick up</li> </ul>	<ul style="list-style-type: none"> <li>KC to get card for Tony Hedges</li> </ul>

**Next meeting: Monday 19<sup>th</sup> May 2025 at The Shed 7.30pm**