



Bishop's Waltham Gardening Club

Minutes of Meeting held Monday 18 November 2024 at The Shed 7:30 pm

Present: Dave Bennett (Chair) (DCB), Gill Williams (GW), Larry Mabey (LM), Linda Haysom (LH), Maewyn Cumming (MC), Nicole Jones (NJ), Ron Haysom (RH), Alison Perry (minutes) (AP), Kate Cassell (KC).

1. Apologies for absence

Robin Breach (RB), Gill Hamill (GH), David Bushby (DB), Anthea Mabey (AM),

2. Minutes of previous meeting

No amendments – minutes confirmed.

3. Actions list

Most actions completed or covered below. The following still outstanding

- **ACTION** - GW to get cheese for AGM.
- **ACTION** – ALL to send bullet points on areas for Chairs Report – by 01/12/24. Period is Oct 2023-Sept 2024. KC, LM, AM, GH, - electronics copies please,
- **ACTION** – GW to produce list of speakers to give out at AGM. – Show and Social dates to include, TBA for some of them – Sept/Nov, to send to MC
- **ACTION** - ensure that Trustee replacing NJ in social role has BBQ in their role and induction.

4. AGM

To confirm details at the January meeting. Reminder for all trustees to send electronic copies of their bullet points/report to both AP and DCB for 01/12/24. **ACTION** – AP to Check dates for sending out AGM paperwork to members.

5. Finance

ACTION – LH to follow up with reports if required. Confirmed that the Charity a/c balance is currently £21153.96, trading account £5689.11 – discussion required about how to invest. Confirmed that between now and March will likely spend about £3k. LH gave details about options including possibly investing £10k in a 95 day interest a/c 3.62%, general agreement to do this and also to invest a further £6k in instant access account with 1% interest. If BWGC choose to do this there will be added impetus to stick to budgets as 3 months notice to withdraw. **ACTION** – LH and DCB to consider options and undertake investment on behalf of the club.

LH confirmed additional expenditure to budget - £32.48 for the PC refreshment event.

ACTION – LH/DCB at Quarterly review to create sundries budget for any unforeseen spend.

6. 2025 Annual Show report/update

The show committee have held 3 meetings so far – an item on the Trustees meeting agenda will be included as and when needed for trustees decision.

LM submitted a written report:

The show committee comprises of Anthea, Kate and Me, Ian and Melissa Newton and Sandy Hutchings.

We are following the timeline set out by Colin Carter and all is on track so far.

The date of the show is the 26th July 2025. We have booked the venue but the cost will not be available until next year and have reduced the number of hours booked to reduce costs.

We have come up with some new ideas, the Soberton Strummers ukulele band will be on stage for 45 minutes and the Hedge End cake lady will be doing a sugarcraft/cake decorating demonstration.

Jo Harvey has offered to organise children's art activities in the Ruby room.

A number of new categories have been introduced including flavoured spirits and some unpopular ones have been dropped. We have also introduced a theme for the painting competition this year which is a vegetable still life which was suggested by this year's entrants. This and other details need to be advertised on social media at the beginning of the year.

I have contacted Debbie at Pearson's regarding sponsorship/support and have made her aware that costs have risen and would they be able to increase their contribution. She seemed positive but will have to check with their other charity commitments. NB: LM has confirmed that Debbie has agreed to £400.

The Committee are working to the budget that has been set but as yet no expenditure.

Pearsons – are happy with the similar sponsorship arrangements but would be pleased if more social media going out.

Ukelele band costs £50 plus extras if takings are good – the Trustees agreed to this expenditure.

There was talk about cash/card machine usage. **ACTION** – DCB to investigate a new sum-up machine, linked to charity a/c. Can then add the sum-up app to individuals phones to be able to take money at a number of stations at events. **ACTION** – MC/DCB to investigate whether could issue a vouchers for raffle/entrance/tea/coffee – with one transaction to make it easier.

7. Shop vouchers to allotment plot holders

See LM paper below:

Proposal to issue £5 shop vouchers to plot holders October 2025

Although sales in the shop are going well it is still less than 1/3 of allotment holders that uses facility. The following idea is to maximise football.

There are approximately 190 plots if each plot holder pays an extra £5 per annum And is given a £5 shop voucher to use every year this would not actually be a rent increase but would result in the following:

1. *if all the vouchers were redeemed the club would receive the profit on the sales. Depending on what product this is it could amount to 50% £475*

2. *If in the unlikely situation nobody redeemed their vouchers the club would benefit by £950*

3. *If half the members redeemed their vouchers then the profit would be approximately £707.50*

This does not take into account that once people come into the shop they are likely to spend more than their £5 because they will become aware of the range and competitive prices.

*The football into the kitchen area is also likely to increase with people stopping for tea coffee and a chat which is one of the aims of the club.
The above is open for discussion as is the best way to implement the system if it is approved.*

LM's proposal was discussed at length and DCB confirmed that this will have to go to the AGM as it would be seen as a rental increase. Trustees unanimously voted to take this to the AGM. **ACTION** – DCB to take this to AGM – ask members permission to do this from Oct 2025 onwards but with no obligation to take forward.

RH arrives 2020.

8. Advertising Policy

DCB's revised policy was presented. All trustees agreed to this revision. It was noted that anything outside of the specific policy that trustees decide might be useful should be brought to meetings for a trustee decision. **ACTION** – MC to add Advertising Policy to website

9. Help Point

Proposal to put message to members about a help point (brokering help) was discussed and it was agreed that this would be put on the FB pages – **ACTION** – MC to put post on FB about help point.

There was general discussion around use of WhatsApp and it was agreed to cut back on general chat on main WhatsApp group and to contact individual trustees directly where appropriate.

10. Membership

All in hand. 322 all paid, few less than this time last year, 70% paid BACS, 17% card, 10% cheque, no cash next year please – as this has issues balancing trading a/c.

11. Trading

LM discussed trading and suggested that we needed 3 people in shop on starting weekends in the future. **ACTION** – LM to do 2025 rota for shop with 3 people on, on busy shifts.

ACTION – ALL to confirm to LM any dates can't do for the shop. **ACTION** – MC to advertise for new vols.

Scaffold planks have made £1300 profit, another pallet is available plus 20 x 13ft planks, no pallet collars – Trustees agreed to purchase of these. Spent hops, getting in throughout winter – honesty box to pay for these – **ACTION** – LM to sort the honesty box out and MC to let members know.

It would be useful to have another sum-up machine – (see item 6 for action relating to this)

LM – reiterated reminders on being strict about protocols when shop open – such as - shop never left unattended, mower door always locked and H&S doors/counter down, and we all need to welcome people into the shop.

ACTION – LM to run short training course as a reminder at start of year. ALL – to adhere to protocols.

12. Allotments

2 full size plots have been given up and the occupants have been given 2 weeks to clear tools, AM to liaise with KC about maintenance.

2 people want raised beds, 2 people waiting list

13. Allotments – maintenance

KC confirmed that following her raising concerns about the quality and quantity of Payback work we have been moved to a Friday and the group has been doing great work. KC now has list of jobs for them and they are coming in regularly.

Manure pen damage – need to get fixed, possibly with the help of payback.

Drainage alongside shed to be inspected by drainage engineer and get quote – may need to go to quarterly finance review in Jan for agreement as likely overspend.

Bottom hedge – was going out to contract but contract being looked at again, waiting to hear back from Emma Exec Officer, (PC) so this matter is ongoing.

Payback to do tracks, scalpings have been purchased

14. Allotments - roadway/path /fencing

PC have signed off Clancy works, Trevor (PC) and Danny (Clancy) confirmed not to drive on until settled in, **ACTION** - DCB to get PC to inspect to sign this off – mid/end Jan ideally.

Still no update on fencing, H&G committee agenda did not have anything obvious on it about this matter. RH to go along and find out why not on agenda and request this be put on.

The allotment lease should be going to another committee – and the trustees agreed that the lease is holding up grants applications for capital works as lease is so short which is causing a problem. **ACTION** – DCB to continue to pursue fencing and lease matters with PC

15. Monthly programme

No concerns

16. Social programme / social

Thanks were given to NJ for organising a great evening and to LH and other trustees who helped on the night.

Report from NJ

The evening went well the perennial speakers were excellent and the raffle was very good but the food was a real disappointment.

There were 48 members attending at a ticket price of £18 per person which included a 2-course supper. There were 8 tables of six per table. The caterers were the country market at a price of £10 per person which included one mixed platter per table comprising mixed salad items, thick sliced ham and three varieties of cheese with pickled onions, chutneys, hummus and baguettes with butter. Followed by cakes.

None of the food was homemade and all from packets including the cake selection. I thought it was very poor quality and not good value for money. We served the food and washed up afterwards.

I think that the caterer that I had suggested Debbie Towlson who runs her own catering business would have charged £14.50 per head but it would have all been homemade and beautifully presented plus she would have served and cleared up afterwards.
The other alternative of fish and chips would have been the same price £10 per head but I think it would have been far easier more appetising and better value for money. Some of the guests I had invited were put off by the meal and two said that they wouldn't come back which is such a shame as we really need to be encouraging and enticing new people to this event.
Perhaps in the future just have the speaker(s) and no food with bring your own drinks etc and we could just put crisps or cheesy biscuits on each table.

ACTION – NJ to write letter to Country Market to express disappointment, DCB to send.

Provisionally booked Wakehurst Tues 20th May 2025. NJ checked with Lucketts to check on price – confirmed they had made a mistake and it would be £975, but agreed to do it for £875. As such NJ is trying to confirm with Beeline who quoted £550 to see if that still stands.

17. Update / publicity / social media

Nothing to add

18. Community orchard/butterfly garden

RH - Orchard – trying to get a survey, - has contacted Chris Bird from Sparsholt still awaiting response. **ACTION** – AP to contact Hampshire Forest Partnership about the free trees offer.

The sponsored students have agreed to join with one of the Monthly meetings **ACTION** – RH and GW to liaise over possible dates.

19. Charity programme

See above

20. Extra shed opening hours

The trustees discussed DB's suggestion of opening other days of the week on a regular basis – eg 2 Friday nights per month when light enough? say April 5-7pm May-August 6-8pm for example.

Trustees agreed that this was a good idea but some raised concerns that they may not be available to cover the shop and that the ad-hoc had been working well. **ACTION** - LM to set out rota, to see what the responsibility/commitment is for trustees. Next meeting to agree if to implement based on commitment required.

21. Any other business

RB – raised the option to step down as a trustee but to continue roles/jobs he has – this was discussed by the trustees and it was confirmed that the role that RB does as marketing/promotion needs to be done by a trustee due to the responsibilities associated with it. It was also agreed that all trustees would not be keen for RB to relinquish his trusteeship.

Volunteers – RH acknowledged the help that other volunteers make to the club and it was agreed for him to investigate whether there would be any interest in hosting a volunteer thank you event, possibly at the shed. **ACTION** – RH to ascertain whether to hold a volunteer thank you event.

The Meeting Finished at Finished 2130.

Next meeting: Monday 16 December 2024 at 1 Shore Lane

Actions Arising

- **ACTION** – AP to Check dates for sending out AGM paperwork to member
- **ACTION** – LH to follow up with finance reports if needed.
- **ACTION** – LH and DCB to consider options and undertake investment on behalf of the club.
- **ACTION** – LH/DCB at Quarterly review to create sundries budget for any unforeseen spend.
- **ACTION** – DCB to investigate a new sum-up machine, linked to charity a/c.
- **ACTION** – MC/DCB to investigate whether could issue a vouchers at Annual show
- **ACTION** – DCB to take LM's £5 shop voucher proposal to AGM
- **ACTION** – MC to add Advertising Policy to website
- **ACTION** – MC to put post on FB about help point
- **ACTION** – LM to do 2025 rota for shop with 3 people on on busy shifts.
- **ACTION** – ALL to confirm to LM any dates can't do for the shop.
- **ACTION** – MC to advertise for new vols.
- **ACTION** – LM to sort the honesty box out and MC to let members know.
- **ACTION** – LM to run short training course as a reminder at start of year. ALL – to adhere to protocols.
- **ACTION** - DCB to get PC to sign off new track – mid/end Jan ideally.
- **ACTION** – DCB to continue to pursue fencing and lease matters with PC
- **ACTION** – NJ to send letter to Country Market to express disappointment
- **ACTION** – AP to contact Hampshire Forest Partnership about the free trees offer.
- **ACTION** – RH and GW to liaise over possible dates for students to attend monthly meeting.
- **ACTION** - LM to set out rota, to see what the responsibility/commitment is for trustees.
Next meeting to agree if to implement based on commitment required.
- **ACTION** – RH to ascertain whether to hold a volunteer thank you event.