



Bishop's Waltham Gardening Club



Registered Charity No.
1169353

Minutes of Meeting held Monday 16 December 2024 at 1 Shore Lane 7:30 pm

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

1. Apologies for absence

David B, Linda H, Ron H

2. Minutes of previous meeting

Update attendance/apologies

No further amendments – minutes confirmed

3. Actions list

No urgent actions arising – actions list will be covered in Jan meeting

4. Finance – Treasurer's Report 2023-24

LH forwarded the audited and signed off accounts for 23-24. Thanks go to the auditor and LH for doing all the work for this. **ACTION: DCB** to check whether possible to move accounting/budgeting to an accruals/forecasting system for future years.

5. Draft Chair's Report

DCB had circulated a draft version of the Chair's report for the upcoming AGM – there were No comments from any of the trustees.

ACTION: LM – write a motion for proposal at AGM that Trustees could look at the feasibility of a £5 shop voucher to be added to allotment holders membership fees at membership renewal time.

ACTION: DCB – add to report that the grant from WCC has been agreed

6. Any urgent updates from Trustees

- KC conformed that Payback doing really good work, they plan on clearing site for the new raised beds before Christmas and building beds after Xmas. WCC grant will pay for this, **ACTION: KC** – to take photos
- Approval of £100 for survey of the Community Orchard – approved in principle, needs to go to finance committee and agreed there – **ACTION: RH** to produce a written report for finance committee.
- Confirmation that only Trustees are allowed in the Shop outside normal opening hours, under no circumstance are there any exceptions. During opening hours at least once trustee should be present.
- LM has devised rota for shop – start of month has 3 people on.

- LM also confirmed that there will be no honesty box for hop pickups
- NJ – Wakehurst – hasn't received confirmation from Beeline, Wakehurst have provisionally booked date, need to work out costs – **ACTION: MC/NJ** to work out costs so ideally this can go out with the AGM paperwork.
- Note that Trustees should discuss involvement in National allotment week – 12-18th Aug 2025 **ACTION: AP** – to add to future meeting agendas
- RB confirmed that he has drafted the Feb newsletter which will be the last large one.
- Update on fencing – Dave has emailed nothing back. **NOTE: DCB received confirmation from BWPC that funding has been allocated in this years budget – well done all!**
- Advertising for the Annual Show has already started – **ACTION: Show Committee (LM/AM/KC)** to devise Social Media campaign for dates of posts to go out etc let DB know.
- There was discussion over whether we wanted to do anything for VE day celebrations 8th May, or VJ day 13th Aug – no decision.
- Confirmation that Plant sale – all day 10-4pm, **ACTION: LM** – to add extra staff to shop rota for day after
- RB thanked KC for sorting clearing of bay tree.
- **ACTION: RB** - to take on Updating the Hampshire Federation of Horticultural Soc's webpages with our events.
- **ACTION : AP** – to check the Gargen organic heritage seed project.
- **ACTION: MC** – to update Emergency contacts for Trustees and potentially allotment holders for any issues when on site.
- **ACTION: MC** to advertise for a trustee replacement for NJ who will be leaving at the AGM.

The Meeting Finished at Finished 2030.

Next meeting: Monday 20th January 2025 at The Shed/1 Shore Lane

Actions Arising

ACTION: DCB to check whether possible to move accounting/budgeting to an accruals/forecasting system for future years.

ACTION: LM – write a motion for proposal at AGM that Trustees could look at the feasibility of a £5 shop voucher to be added to allotment holders membership fees at membership renewal time.

ACTION: DCB – add to Chair's report that the grant from WCC has been agreed

- **ACTION: KC** – to take photos of payback for records and for grant report if required
- **ACTION: RH** to produce a written report for finance committee for request for £100 for survey of trees.
- **ACTION: MC/NJ** to work out costs for Wakehurst trip so ideally this can go out with the AGM paperwork.
- **ACTION: AP** – to add National Allotment Week to future meeting agenda
- **ACTION: Show Committee (LM/AM/KC)** to devise Social Media campaign for dates of posts to go out etc let DB know.
- **ACTION: LM** – to add extra staff to shop rota for day after plant sale
- **ACTION: RB** - to take on Updating the Hampshire Federation of Horticultural Soc's webpages with our events.

- **ACTION : AP** – to check the Gargen organic heritage seed project.
- **ACTION: MC** – to update Emergency contacts for Trustees and potentially allotment holders for any issues when on site.
- **ACTION: MC** to advertise for a trustee replacement for NJ who will be leaving at the AGM.