



Bishop's Waltham Gardening Club



Registered Charity No.
1169353

Minutes

Date: Monday 20 October 2025 at The Shed

Time: 7:30 pm

Present: Maewyn Cumming (MC)(Chair), Linda Haysom (LH), Ron Haysom (RH), Gill Hamill (GH), Robin Breach (RB), Kate Cassell (KC), Neal Davies (ND), Gill Williams (GW), David Bushby (DB), Alison Perry (AP), Larry Mabey (LM), Richard Shoesmith (RS), Jane Dilloway (JD)

Item	Minutes	Actions
1. Apologies for absence	None	
2. Minutes of previous meeting	Couple of updates – now finalised	
3. Actions list – Outstanding Actions from Aug/Sept Meeting	- LH investigate alternative banking arrangements - MC – approach John Price re honorary membership - complete - AP to update charity commission - All – obtain quotes for improvement works as discussed. - ND – to look at trips for 2026 - RH – to do Orchard/Butterfly garden vol event	
4. Trustee roles and responsibilities	Need trustees after AGM to cover – community liaison/charity, social media, Plant sale. For plant sale GH has developed a list of jobs from Jan, she is happy to help out on the events. It was acknowledged that there are lots of jobs trustees do which is increasing time pressure on trustees and expectations. Trustees discussed whether there was any jobs that could be dropped or are not essential to running of the club to remove some of the burden on trustees? LM – could we look to link allotments/gardening club and BWInB What could we automate or contract out? Health and Safety/Social Media GH/RH will leave as trustees at AGM .	- All - Trustees to write list of tasks and how to do before leaving to help those following - All - trustees to think of any jobs that could be dropped if time pressures/loss of trustees occurred. - All – Trustees to go through Pro's/con's of joining with BWInB before any approach

	MC produced a list of jobs under each area – needs updating to include RS and JD	• AP – to look at cost of Health and Safety/social media contracts • MC – to update trustee roles and reissue
5. Finance – end of year	See LH's finance papers. Balanced for 2024-25 £30706.53 total in bank – 4 accounts, charity/trade/2 x savings >£6k increase in balance includes 25/26 membership so £4kish extra – partly due to underspend on budget lines but also increased income from shop. Trustees discussed budget/budget allocations	•
6. AGM	3 trustees will not carry on after AGM	• AP to do schedule • All areas to write their reports by end Nov covering 24/25 for chairs report
7. Membership – shop voucher scheme	We have 371 members, 319 paid, including 178 plot holders. Numbers are steadily increasing. Lots of work administering – need to try and make this easier for next year. Notice and final reminder only for next year – start on 01/10 so income comes in in correct FY.	• MC/LH – to review membership renewals • LH/LM – to pull out benefit of shop voucher scheme
8. Trading	New products – lots of Can stay open 1 and 2 nd Nov – potentially 8/9 Nov, Shop Vols info – to be kept on desk and used by vols, trustee list of jobs to be put up in kitchen. Shop vols – training session to be done in new year	• LM to organise shop training session in Feb 2026. • MC to do email – shop openings/products
9. Allotments	DB has reviewed all allotments - Plot sizes are all different, David to review sizes if any plots come up for re-allocation. 14 on waiting list for plot plus 6 current people wanting bigger. Trustees discussed prioritisation/allocation of available plots. Prioritisation? New or existing holders? Always have to be BW residents, David to write policy Awaiting 3 people to get back following email about plot upkeep but currently no response. DB to follow process of evicting if no response.	• DB to write policy for prioritisation/allocation • DB to ensure that expectations of anyone with name on list for plots is managed.

10. Allotments – general maintenance	Payback – did ditches, and middle hedge – very good Mowers all fine, Steve Arthur – supposed to be visiting about wonky gates, PC mtg (21/10) to approve appointment of surveyor for drainage of allotment site. PC have confirmed they don't want shingle – payback will move this so that paths are useable and we can decide what to do with it and whether we can use for French drain. Skip – to be put on site for next year.	KC to look at skip for 2026.
11. Allotments – improvements, container/paths	LM confirmed that PC agreed to container, however we don't have anything in writing or on record for this decision. DB raised the fact that the allotment site could have CIL (community infrastructure levy) potential from WCC, 50% match funding, needs backing from PC and community – agreed that whilst desirable no trustee has the time to apply for this grant so we will keep this in mind for next year. Trustees agreed that H&S elements to be done 1st (drainage and concrete path) Container/paths – AP, RS, LM to look at, 3 quotes to do KC to look at drainage/PC.	- LM - Chase Halls and Grounds committee for in writing confirmation of container approval - AP/RS/LM to discuss container and surfacing area – to obtain 3 quotes - KC to follow up on site drainage
12. Monthly programme	November sorted - soils. Booked 1st half of year (2026) speakers	
13. Social programme/ Annual Social debrief	Annual Social well received – skittles worked well	
14. Update / publicity / social media	Posters gone out for Parish Council notice boards, RB have queried the lack of PC notice boards and asked if we can put up one – Possibly replace plastic on shed notice board as this is cloudy now FB on going	- RB to follow up on noticeboard in town - RB to look at replacing plastic in shed notice board
15. Community Orchard	See RH update, Crabapple tree purchased £60, soon to be planted,	
16. Charity programme and funding Per annum	Student Sponsorship – awaiting interviews, Table at greening event – thanks to Ann Mcgrath for her input to this.	
17. Butterfly garden/Millennium garden	Helen Fuller to take over from Sarah Macleod Vol event 15/11 – vols for Orchard and Butterfly Garden at Shed, 12pm	RH to do thank you event for Sarah,

	Millenium Garden – Coralie, painted, LM/RB to manage and put plants in	
18. Policy for rewarding vols/helpers	Celebration event/thank you event, trustees agreed, to add to agenda for next meeting	• AP – add celebration event to Nov agenda
19. Any other business	AM and DCB – event in the pub Mini-bus sponsorship – could we do this? Cake lady evening – possible events LM – handed in resignation as trustee	• MC to send out email to ascertain whether interest in a cake decorating event • MC to send AP email addresses for RS and JD to add to trustees list.

Meeting finished at 2150

Next meeting: Monday 17 November 2025 at The Shed 7.30pm