

Notes from planning meeting 30th May 2019

Present: Sue, Carla, Jean, Peta, Gra, Goff, Helen F, Helen P, Sarah, Charles, Paula

Apologies: Vik, Chris, Nige, Nicholas

The meeting was called to decide on the mechanics of the upcoming meeting (currently known as AGM, to be retitled "Extraordinary Meeting of the new garden entity (name to be decided) scheduled for 15th June from 12-2pm.

This meeting will conclude business as a cooperative and set the guidelines for the new, simplified organisation in order that we can agree and sign the lease.

Carla suggested an indoor venue be explored, Sue to contact Gemma at Tesco to ask to use their community room (if available) Length of meeting to be extended for up to 4 hours, dependent on agenda.

Planning

Discussion on election of officers to the management team. What roles are required? These named officers are legally responsible for the garden and making sure we are meeting our obligations and will be the liaison with the council. Gra confirmed that legally we must elect three officers to the following named positions, with a further five roles tbc:

- Treasurer
- Chair
- Secretary

Other roles identified (for further discussion at the meeting) were

- Garden chair
- Volunteer coordinator
- Communications officer

Carla to plan an agenda for the meeting to include a review of the previous year and agreement of last minutes (2015) timelapse due to transition from co-op to association.

Garden - Public opening/organisation

As per our lease conditions, as a community garden, our priority should be to open as frequently as possible over the coming months

- Our Tuesday gardening group sessions to continue
- Marigold Loft have offered to hold MiniMakes on a Friday (starting with immediate effect) there will be a small charge for attending to cover material costs. This initiative was warmly welcomed.
- A straw poll to establish willingness/availability, revealed support of six at the meeting who could commit to a Saturday rota of opening. Carla suggested the monthly garden get-together be spread over the month with two separate group meetings, say, 1st/third Saturday of the month, to give more opening opportunities (for further discussion/agreement). Systems for managing rota to be explored.

- System for allocating tasks at the garden to be established, ideas generated include a book/diary, white board. Effective communication identified as key to success.
- Goff suggested “the gardening year” as a good way to plan tasks seasonally.
- Goff would be happy to be nominated as the garden chair

AOB

Jenni VW proposed a conscious energy talk to be held at the garden, this was well received. Jenni would also welcome the opportunity to invite potential volunteers to the garden for a scheduled event, again, this agreed to be a good idea.

Call for procedures, whilst these should not be onerous or be too bureaucratic, a need was identified for some basic systems to facilitate the smooth running of the organisation. To be raised at the upcoming meeting.