



# Woodcote Millennium Green Trust

Charity Registered Number 1075872

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## Minutes of the sixty-eighth meeting of the Woodcote Millennium Green Trust at 8.00pm on 17<sup>th</sup> September 2015, Epsom

Present: Mark Swan, Jeremy Hawken, Helen Heath, Luke Jennings, Brian Saxby, Jason Cowling

### 1. Apologies

John Parsloe, Liz and Chris Frost, Andrew Broadbent.

### 2. Minutes of 67<sup>th</sup> meeting of the Trustees (4.2.15)

**Accuracy** -The Chairman was authorised to sign the Minutes as correct.

### 3. Financial Report

JH presented the financial report, please see attached.

There is a shortage of cash within general funds, cash is required imminently in order to settle the final path payment (£750) and the short term cash loan (£3,700). JH proposed the sale of the CAF Equity Investment (current value £4,193) for this purpose. This was agreed by the Trustees.

### 4. Maintenance

- a. **Purchase of tools and equipment**- Nothing new has been purchased. JC requested permission to purchase 3 pairs of secateurs at approx. £20 each, this was agreed.
- b. **Risk assessment**- It was noted that, since the new paths have been laid, there are fewer trip hazards. MS mentioned that there are some small dead branches that may need to be removed at some stage. This situation will be monitored on an ongoing basis.
- c. **Other maintenance items:**
  - i. **Woodland Trust Free Tree Offer** –BS presented information on this offer for which an application has already been submitted on behalf of the Trust. The Woodland Trust donates packs of small saplings to community projects twice a year. BS has surveyed the Green and has prioritized areas for planting, both of trees and thicket. An application for approximately 400 saplings has been submitted. There was discussion around the need to clear the areas of brambles prior to planting and mulching after planting to keep the weeds down. Considerable manpower will be required for this programme of work, the saplings will be delivered in November if the application is successful. A separate working group

would need to be convened. Post meeting note: Application successful, delivery expected 2<sup>nd</sup> to 6<sup>th</sup> Nov.

- ii. Community Improvement Fund- MS informed the committee that Surrey County Council have a total of £500K funds available to fund capital projects for community groups, usually allocated in £10,000 to £30,000 grants. An application has been made for funds to refurbish the ponds and several quotes have been obtained for this, Ron Coll has kindly provided assistance again in this process. We will know if our application has been successful in October, any work then needs to be completed by the end of March 2016. The quotes include disposal of the New Zealand Pygmy weed which is now in the pond and has to be disposed of legally.
- iii. A volunteer has been found to bring their leaf blower down to the Green and occasionally clear the paths of leaves, many thanks.
- iv. Mower volunteer – CF is not available until the end of May because of duties as Mayor and usually kindly cuts the grass, along with Derek Warrilow. Derek has been cutting over the summer but is due to go on holiday, BS has kindly volunteered to fill in for Chris.

## **5. Strategy for website**

JH explained that he felt we needed to use the website more for filing information to make more generally available to the public. This would improve our credibility when applying for grants in the future. An idea was also to add details of the trustees.

Rotherfield MGT are similar to WMGT. **Action All:** to look at their website for ideas.

<http://www.rotherfieldmillenniumgreen.co.uk>

**Action LJ:** To add AGM minutes for 2015

## **6. Cigarette Butts**

It was noted that the number of butts left as litter may have increased, perhaps due to the new paths. Repeated attempts to appeal to smokers have been unsuccessful and it was felt that the only option was to renew attempts to ask the hospital to help clear up. CF may be in a better position to influence this, to discuss again next time.

## **7. Newsletter**

MS has drafted a full newsletter which he will circulate for comments. The problems of printing were discussed as avenues for free printing have become exhausted and the cost of local commercial printing are prohibitive.

**Action JH** to explore the possibility of printing at work if paid for.

Other options discussed such as online and finding a sponsor.

## **8. AOB**

- a. Unfortunately Andrew Broadbent is still off on long term sick leave. MS contacted Carmel Loder, PA to Trevor Fitzgerald, Director of Estates Facilities and Capital Projects. In principle, TF is willing to attend a meeting in the absence of AB.
- b. There has been clearance around the substation recently, it is not clear exactly why this has been carried out at the moment or by who, however this building is due to be demolished over the winter.
- c. RAC have been criticized for not undertaking corporate responsibilities including working with local charities. **Action MS** to contact RAC.
- d. Garage at Axewood – the license agreement for this has now been signed.
- e. Bulbs – JC would like to plant some more bulbs- **Action JC** obtain prices.

#### **9. Date and Venue of next meeting**

Action HH to send dates for end of Jan around by Doodlepoll

Action HH to email Sarah White at Epsom Hockey club requesting date for next AGM

The meeting closed at 11.03 pm.