



Woodcote Millennium Green Trust

Charity Registered Number 1075872

c/o 6 Sunnybank, Epsom, Surrey KT18 7DX
Tel: 01372 729258 email: mark.emma@virgin.net

Minutes of the sixty-ninth meeting of the Woodcote Millennium Green Trust at 8.00pm on 25th January 2016, 59 Sunnybank, Epsom

Present: Mark Swan, Jeremy Hawken, Helen Heath, Luke Jennings, Brian Saxby, Jason Cowling, Liz Frost, Chris Frost, John Parsloe, Trevor Fitzgerald

1. Apologies and Introductions

The committee welcomed Trevor Fitzgerald, Director of Estates and Facilities, Epsom and St Helier University Trust who kindly attended on behalf of Andrew Broadbent.

2. Minutes of 68th meeting of the Trustees (4.2.15)

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

2) **Actions taken:**

- I. Woodland Trust tree offer – this bid was successful and ground preparation and planting of approximately 400 saplings took place in November 2015. This was well supported by the local community. To consider planting some more hedgerow to the rear of the pond in the future-although reminded by CF the need to maintain visibility for safety.
- II. Community Improvement Fund bid was unsuccessful this time.
- III. Cigarette butts – TF stated ESUH would like to support the provision of bins and the collecting/emptying on a weekly basis. To take back to ESUH and come up with some proposals – **Action – TF**
- IV. Electricity substation- Following the demolition further work to be carried out in the spring installing chain fence and making good.
- V. RAC- MS written to and asked for support / donation – no response as yet.

3. Election of Chairman pursuant to Clause 13 of the Trust Deed

Under the Deed of Trust constituting the Trust the Trustees are required at their first ordinary meeting in each year to elect one of their number as Chairman of their meetings until the commencement of the first ordinary meeting of the following year. Mark Swan was re-elected unanimously.

4. Financial Report

JH presented the financial report.

JH reported that more donations are now received via direct debit, which whilst very welcome, are harder to trace. Approximately £400 received in donations post newsletter. A high spend year, with £36K spent on the new paths. Also £600 on manure for the sapling planting. However, following a tax reclaim (Gift Aid) there are now 18months running costs available.

5. AGM Planning

- a. **BS** to bring display board and ask Richard to provide photos of recent tree planting for display.
- b. **JH** to ask our 3 Duke of Edinburgh volunteers to present their involvement with the Trust.
- c. **JP** to organize wine and glasses
- d. **BS** to display copy of agenda on board

6. Health and Safety

There are still some problems with branches coming down in high winds. **JC** to speak to Mike Ford about doing another tree survey.

7. Newsletter

Needs to go out 21 days before the AGM- booked for 23rd March at 8pm. Newsletters to be delivered by the end of the weekend of 27/28th Feb. **HH** to make sure that plenty of notice given when asking for volunteers. Due to printing costs and fact that more donations coming via direct debit, decided that the newsletter will be reduced from twice to once a year unless there is anything specific to communicate.

8. Maintenance

- a. **Purchase of tools and equipment**- **JC** reported that more litter hoops were needed and gloves to replace wear and tear from sapling planting – agreed.
- b. **Special Projects**- Refurbishment of the pond is the Trust's next big project funds permitting. Mole Valley council use a company for this type of work – **JC** to ask them to come to the site and advise what needs to be done. Option to apply again for Community Improvement Fund – **MS** to seek feedback on why our previous bid was unsuccessful. If money cannot be raised through grants then a fundraising campaign will be needed.
- c. **Risk Assessment** – Nil else apart from falling branches.

9. Date of next meeting – September date tbc via Doodlepoll action **HH**

Venue: 1 Woodcote Green House

10. AOB

- a. **TF** asked if there was any way in which **ESUH** could support the **MG Trust** in addition to help with clearance of rubbish / cigarette butts. It was agreed that an electronic copy of the newsletter is sent for distribution to staff.
- b. **JP** asked who owns the corner of the green next to Pine Hill as there have been lots of estate agent signs up. Unclear exactly where boundaries in relation to boards but in future if we see estate agents boards being erected close to green to ask them to be moved. Action **All**.

The meeting closed at 9.18pm