



Minutes of Trustee Meeting 11th October 2021

1. Welcome

Present: Richard Bartholomew, Nick Dimant (Secretary), Arlette Garcia, Karen Goodman (Treasurer), Suzanne King (Chair), Laurence Lewis, Samuel Levy

Apologies: Ross Houston, Danny Rich

2. Minutes of previous meeting

2.1 Matters arising/outstanding actions

2.1.1 It was decided that by the end of October all trustees to provide a photo for their biog and confirm whether Suzanne's draft text is acceptable and/or provide alternative wording. Karen to load biogs on to the website.

ACTION SK KG and ALL

2.1.2 It was agreed that the purchase of a container to store tools should go ahead as funds allow, with the process to start in February 2022 with an application to the Lottery Community Fund. Included in the funding bid would be the provision of shrubs and other vegetation for screening the potential eyesore. Possibly also include funding to erect the self-assembly kit.

ACTION SK

3. Financial report

3.1 Summary

Cash in bank: £10,308 with an existing commitment of £1,200 for the benches and other additions for bulbs and ferns on order.

Management accounts with the financial position to the end of September were provided by email prior to the meeting. All outstanding expenses have been paid.

3.2 Further expenditure

There is £800 left in the Edward Harvist charity grant. It was agreed that this will be spent on additional trees and other plantings. Planting espalier fruit trees against the brick walls was seen as potentially being desirable and Suzanne will check with the Council if we are allowed to insert straining wires in the brick walls to support the trees. She will also check with the Council's tree expert on planting recommendations. Wheelchair friendly hardened gravel paths would be valuable, but the cost entailed would require additional funding. Another possibility would be to purchase an arch to mark the main entrance to the site.

ACTION SK



Friends of Finchley Way Open Space

It was agreed that the £152 left in the tools budget would be used to purchase additional tools, including loppers and small hand tools such as screwdrivers, pliers and wire cutters. Additional fittings such as brackets and nails would also be purchased. The remainder will be kept for replacements and additions as needed.

ACTION SK and KG

4. The charity

4.1 Revised policies and procedures

The Revised policies and procedures were accepted by the committee.

4.2 Year end

It was agreed to keep the current year end.

5. Annual survey

It was agreed to that an annual survey is very useful to keep in touch with people. Suzanne reported that a new questionnaire has been designed. Arlette pointed out it was important to get the views of volunteers on what they wanted to be involved in. Suzanne will add a question to the questionnaire and send it to the volunteer who has agreed to program it and monitor responses. It was agreed to put the link in the November newsletter, to inform volunteers who are not Friends via email and to put up signs promoting it.

ACTION SK and KG

6. Mailchimp

The mailchimp paid-for account currently uses double authentication. It was agreed to revert to the free version as the single password level authentication was sufficient for the purpose.

ACTION KG AND SK

7. Publicity

It was agreed to move the public opening to around Easter 2022 when the site would be looking good with more of the improvements currently under way having been completed. A possible date would be around Sunday 17th April. Suzanne would try and fix a date with interested parties.

ACTION SK

8. Annual meeting for Friends

It was agreed that a meeting for Friends this December would be a good way to promote the group and thank the Friends and volunteers for their involvement. A possible venue would be the Tennis Club to have a Christmas party with a pay bar. Arlette agreed to investigate further. Some of the underspend could go towards food.

ACTION AG



9. AOB

9.1 It was agreed that preparatory work be undertaken over the next two work party sessions ready for the bulb planting scheduled for 30th and 31st October. This work would include preparing the ground in sites that would include:

- Green field for crocuses
- Copse for wild garlic
- Orchard for bluebells
- Area around the well for anemones

Arlette will stake out where the bulbs should go with the assistance of Richard. It may also be necessary to prepare the ground with some initial digging.

ACTION ALL LED BY AG AND RB

Publicity for the bulb planting session will include postings on:

- WFRA and FOFWOS Facebook groups (done)
- Next Door
- Newsletter
- Notices around the site and gates
- Local WhatsApp groups such as Finchley Wayers and Hamilton Way
- Poster at Tennis Club

9.2 It was agreed that Suzanne would inform volunteers of special sessions over and above the monthly sessions being held as from November.

ACTION SK

9.3 It was agreed that three to six shrubs would be purchased from Finchley Nurseries for November planting. The small quantity obviated the need to go elsewhere.

ACTION SK AND AG

10. Dates of next meetings

Trustees meetings at 8pm:

January 10th

April 11th

July 4th

October 3rd