



Minutes of Trustee Meeting 10th January 2022

1. Welcome

Present: Richard Bartholomew, Nick Dimant (Secretary), Arlette Garcia, Karen Goodman (Treasurer), Suzanne King (Chair), Ross Houston, Danny Rich, Samuel Levy

Apologies: Laurence Lewis

2. Minutes of previous meeting

2.1 Comments/Corrections

No comments. Minutes accepted.

2.2 Actions

It was agreed that the Trustee page should go live. Karen pointed out that photos can be updated at any time

ACTION KG

3. Financial report

3.1 Summary

Karen gave a clear summary of the financial position. There were no questions.

3.2 Managing purchases

Karen outlined the purchasing procedure. No expense claims are to be submitted and all purchasing is done by the Executive Group (comprising Suzanne, Karen and Nick.) All spending to be approved by any two members of that group. Where possible spending is done through the accounts we have set up with several companies, such as Finchley Nurseries, Selco and others. Finchley Nurseries offers a 10% discount.

4. Trustee indemnity insurance

It was agreed to accept the quote from Access Insurance Services for cover from AXA. The new Trustee Simon Dukes would be added to the cover.

ACTION SK and KG

5. Fencing and Container

5.1 Fencing

Suzanne reported that 3 quotes had been received for perimeter fencing. Nick gave a brief cost comparison. It was agreed that we would continue to evaluate the 2 cheaper quotes and engage with the two suppliers to clarify the requirement. UPDATE: Andy Arliss from Barnet Green Spaces has agreed to call the two suppliers back for a meeting with Suzanne and Nick.



Ross agreed to contact Barnet to explore the possibilities of LBB funding the fencing via the Finchley and Golders Green Area Committee.

Fencing cost comparisons 10th Jan 2022 – FWOS

	SW Bruce & Co	Iris Gardening Services	Bush Wheeler
Complete works	£17,696	£10,520	£9,720
Detail:			
Section 1 - 47m	£5,897	£4,635	£9,120
Section 2 - 40m	£5,569	£3,425	
Secton 3 - 30m	£4,942	£1,860	
Field gates (2)	£1,086	£400	£400
Gate with header (1)	£1,098	£200	£200
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	£18,592	£10,520	£9,720

All quotes exc VAT

Comments:

The most detailed quote. Included a diagram of gate with header	Did not include gates, so assuming £200 per gate, no header	A briefer quote but did cover the essentials. The gates looked very basic
Only quote to show discount of £896 for doing entire project at once	A detailed quote	£600 for 3 gates. No header
		No breakdown for the separate sections, just a per metre quote @76 per metre for 120 metres

ACTION RH, SK and ND

5.2 Tool container

It was agreed that we would approach the National Lottery for funding for the container. It was also agreed that we would include in the bid the cost for Iris Gardening Services to assemble the container.

ACTION SK



6. Annual survey

Suzanne summarised the response to the annual survey. Key points to note are the need to keep it tranquil, wild and natural feel of the site while keeping it tidy. The demand for seats will hopefully have been met once the two seats are installed on the Green Field.

7. Management Committee

It was agreed to dissolve the Management Committee and merge it with the Trustees Committee. Miles and Greg would be leaving the Management Committee but still be consulted on issues if needed. It was agreed that Simon Dukes would be invited to become a Trustee. UPDATE: Suzanne reported that Simon has accepted the invitation.

ACTION SK

8. Approving Plans

It was confirmed that the Executive Group can make any purchasing decision that falls within a restricted grant's budget as these have been signed off by trustees and up to a maximum of £500 for unrestricted items without further authorisation. At their discretion they can also make other day to day decisions without further authorisation though obviously would be keen to consult and call in further opinions as needed.

9. Working Parties

It was agreed that working parties would be held on a monthly basis with extra sessions as needed. It was agreed that the dates for March, April and May would be publicised and would be fortnightly during that busy period.

It was agreed that FWOS would be taken off Barnet Volunteers as a regular event but posts would still be made for special events such as planting weekends.

ACTION SK and KG

10. People Counter

It was agreed that the People Counter would stay by the main gate for the rest of the year to give data continuity. Its position would then be reviewed. It was agreed that an additional counter was not needed.

11. Memorial plaques

Various approaches were discussed. In the end it was decided that to preserve the wild feeling of the space there would be no memorial plaques erected by the Trustees. LBB will be putting memorial plaques on the two benches to be sited on the Field funded by a local resident. Karen said that she would be happy to put memorial notices on the website if requested.



12. Launch event

Various options were discussed for a launch event. The date of 26th June was chosen for the event. Ross agreed to invite the mayor. It was agreed that all trustees able and willing to assist would help organise the event.

UPDATE: In the light of the major administrative and cost overhead in running this kind of event it was decided to keep the event simple and low key. The precise shape of the event is still under discussion and a group will be formed to take this forward.

ACTION ALL

13. AOB

Nick suggested we should consider developing a bog garden in the fernery area to take advantage of the available water there to promote further biodiversity. It was agreed to consider this project once the main planting project was behind us.

Suzanne reported that she had been invited to speak at a Finchley Society meeting about FWOS on 31st March 2022.

14. Dates of next meetings

Trustee meetings at 8pm:

April 11th

July 4th

October 3rd