



Minutes of Trustee Meeting 3rd October 2022

Revised following Trustees meeting 9th January 2023

1. Welcome

Present: Richard Bartholomew, Simon Duke, Nick Dimant (Deputy Chair), Arlette Garcia, Karen Goodman (Treasurer), Suzanne King (Chair), Danny Rich

Hilda de Souza joined the meeting after she was voted-in as a trustee and Membership Secretary.

Apologies: Ross Houston, Samuel Levy, Laurence Lewis

2. Minutes of previous meeting

2.1 Comments/Corrections

No comments. Minutes accepted.

3. Financial report

3.1 Summary

Documents had been circulated in advance and Karen gave a clear summary of the financial position. Trustees agreed that there are sufficient funds to cover costs and planned projects for 2023.

3.2 Martin Gerrard

The Trustees expressed their thanks to Martin Gerrard for their financial contributions. Suzanne reported that she had given them an impact assessment on what the funds had been used for.

4. Trustees

4.2 Election of Hilda de Souza as Trustee and Membership Secretary

Hilda was elected by the Board to the Board of Trustees for a period of three years from 3 October 2022. She was also elected as Membership Secretary.

She will have access to the fofwos gmail, the trustee.fofwos gmail and associated Google Drives plus access to the Mailchimp list. The privacy policy will be changed in accordance. Hilda then joined the meeting and was welcomed to the group. Suzanne and Hilda will agree a time for Hilda to be inducted into the relevant systems.

ACTION SK & HdS

4.1 Re-election of Suzanne King as Trustee and Chair

Nick announced that Suzanne had been unanimously re-elected to the Board of Trustees for a further three years on expiry of her current term on 16 December 2022. He also, on behalf of the other Trustees, thanked Suzanne for deciding to stand and for the tremendous contribution she makes to FOFWOS. Suzanne was also unanimously re-elected by the group to continue as Chair of FOFWOS.



5. Work Parties

5.1 Organisation

It was agreed that Trustees who attend Work Parties will arrive at 10.15 am to give time to prepare for the day's work and be ready to receive the volunteers arriving from 10.30. It was agreed that when Richard is present he would welcome and induct new volunteers. In his absence the work party leader would identify someone else to do it. Suzanne thanked Richard for volunteering.

5.2 Permissible work

It was agreed that we would approach the LBB about the possibility of modifying our access Agreement to get permission to use lightweight consumer electrical tools such as power drills and strimmers to greatly increase the efficiency with which work parties can operate and make better use of the time we spend working to enhance the area. **ACTION SK**

6. Future plans

6.1 The Orchard

Suzanne and Arlette had a very constructive meeting with the new Biodiversity and Conservation Officer and Andy Arless from LBB to discuss the future plans. They also had helpful information and advice from John Little.

It was agreed that up to £5,000 would be allocated to the phase of the project that involves laying aggregate and appropriate planting and sowing.

It was also agreed that the Area Committee would be approached in due course for funding for the paths and edging. We also plan to apply to The National Lottery in February 2023 for a contribution to running costs for the site. **ACTION SK**

6.2 The Green Field

It was agreed that Richard would investigate seeds and seed bombs for the Green Field. It was also agreed that residual money over and above what is needed for the Orchard project could be used for this. **ACTION RB**

7. Gift Aid Awareness Day

It was agreed that Gift Aid Awareness Day could be used a hook for fundraising for FOFWOS and to remind people that they can donate to the charity and use Gift Aid to boost the value of their contribution. Karen agreed to lead on this and to email Friends on 5 October, the day before Gift Aid Awareness Day. **ACTION KG**

8. Christmas Party

It was agreed that at the end of the Work Party on 11th December we would hold a small mulled wine and nibbles gathering on the Green Field to share with any volunteers who come on that day. The party would be funded by the Trustees present.



9. Film

It was agreed that Alan Douglas and Suzanne should produce a film covering the history of the site together with recording the progress that has been made to date. The film would be posted on YouTube, possibly in two parts.

Suzanne reported that Alan can do all the filming apart from any drone work and that they would draft the script together. Minimal cost would be involved.

ACTION SK

10. Dates of 2023 Board Meetings

Suzanne will be circulating suggested dates for the year 2023.

ACTION SK

11. AOB

Suzanne reported that on behalf of the charity she had written in support of LBB's application for more street trees in the area.

Suzanne reported that the tree labels are now up.

It was agreed that there would a wood chip laying session on Sunday 9th October following the planned delivery of the chips on 6th October.

ACTION ALL ABLE TO ATTEND