



Minutes of Trustee Meeting 12 July 2021

1. Welcome

Present: Richard Bartholomew, Karen Goodman (Treasurer), Ross Houston, Suzanne King (Chair), Laurence Lewis, Samuel Levy

Apologies: Arlette Garcia, Danny Rich

2. Minutes of previous meeting

2.1 Matters arising/outstanding actions

2.1.1 The People counter has not been purchased because the one identified at RS in Watford no longer exists. Their cheapest one is £800. Our budget from the Lottery is £500 for 2. A company called People Counting has a battery powered outdoor people counter for £385+VAT and postage = £465.95. It is in stock and will probably be here to install on Sunday if bought tomorrow.

It was agreed to purchase this.

ACTION SK

[Post meeting got: we got 10% discount on this.]

It was agreed to use the money remaining from the £500 to print interview and observational questionnaires to supplement the count.

2.1.2 It was agreed that short biogs of each trustee would be put on the website with a photo. Suzanne agreed to produce a template based on what she would say about herself.

ACTION SK + ALL

3. Financial report

3.1 Summary

Cash in bank: £4,464.80.

Management accounts to end June were attached as Appendix A.

All outstanding expenses have been paid.

There is about £800 left in the first LBB grant after all current allocations have been spent. It was agreed to ask Barnet if this can be allocated to the pump if we don't make the Spacehive money.

We will need notices for the new gates, which can also come from this grant. It was noted that standard notices can be bought quite cheaply on Amazon Smile.

4. Funding

It was noted that we are now set-up to collect money via PayPal Giving, Go Fund Me, Smile.Amazon, CJ Foods, Benevity workplace giving as well as direct transfer to the bank account. The Gift Aid form is on the website.



Friends of Finchley Way Open Space

4.1 F+GG Area Committee

We were successful in our application to the 30 June meeting of the Finchley and Golders Green Area Committee for £5,596 for shrubs, bulbs and seeds. The money will be paid into our bank account within a couple of weeks.

4.2 Spacehive

Our Barnet Spacehive crowdfunding project to fund four specimen 'anchor' trees in the Orchard and the hand pump was launched with a closing date of 31 August.

At the management committee meeting on 28 June it was agreed that the July newsletter will state that if every Friend gave £13, we would hit our target, in an effort to boost the total. The trustees endorsed this approach. The newsletter will be sent out in the next day or two.

ACTION SK and KG

It was agreed to fund the pump from unrestricted funds, if necessary.

4.3 The Cruach Trust

It was noted that we can apply to the Cruach Trust which provides grants for 'gardens, wildlife and the natural environment' among other things. Closing date for applications is 10 September, outcome w/c 27 September 2021.

4.4 Plant a Tree for the Jubilee - Woodland Trust

It was agreed not to progress with this at this time.

4.5 Further fundraising

It was agreed that no further fundraising will take place until we have completed the work already funded.

It was also agreed to plan for an annual fundraising event and not to specially ask Friends for money outside of this.

5. Tools and tool storage

5.1 Lottery grant

We have spent the £1,000 from the Lottery Community grant on tools. There is still funding for other things in the grant. See management accounts.

5.2 Shipping Container

At the moment the tools are stored between the Chair and the Treasurer. While this has worked well in the short term, longer term this is not ideal. At the last meeting obtaining a small, self-assembly shipping container and it was agreed to apply to the Lottery Community Fund. An application was made but it was not assessed because it is only possible to hold one grant from the Fund at a time, so we cannot apply for this funding until March 2022.

Matt Gunyon, Greenspaces Services Manager thought he might be able to source one but nothing has been forthcoming. This has been chased-up. A note has been made to reapply to the Lottery in March.



6. Interpretation board

The text and design of the board has been signed off and DAB Graphics has been commissioned to make the board. We should receive the board in around mid-August.

The management committee also agreed that Iris Garden Services (which is a LBB contractor and has recently installed a board in Cherry Tree Woo) would be commissioned to install the board. Cost will be between £195+VAT and £295+VAT but likely to be at the lower end.

7. Leaflets

The management committee agreed to produce a double-sided A5 leaflet. A run of 500 will be ordered from CPI at a cost of £64.32, including VAT.

The intention is to have them to hand out to passers-by on Sundays and for trustees and management committee members to have to give to new neighbours. There will not be neighbourhood-wide leafletting.

It was agreed that Arlette is taking on too much as the only person with Photoshop. It was therefore agreed that Suzanne and Karen will work on a draft leaflet using Publisher. **ACTION SK AND KG**

The costs will be taken from the Lottery grant.

John Deery, the graphic designer has agreed to produce a template based on the A4 signs he designed so that we can produce plastic signs in the same format as and when we need. He's on holiday for a couple of weeks but will do this when he gets back.

8. Council work on site

8.1 Chilvins Court fence

Noted: it has been replaced.

8.2 Hamilton Way fence

Noted: This has been replaced between 28 and 33 Hamilton Way.

8.3 Gates

The field gate meets the trustees' expectation but the pedestrian gates do not.

It was agreed that Suzanne should go back to the Greenspaces Team Leader and say that while the gate by 33 Hamilton Way is acceptable, even though it is not ideally positioned, the other two gates are not acceptable. They are not new gates, they are not in keeping with the field gate or the existing fence and they are not robust enough to withstand the treatment observed in the few days they have been in place and the spring loading is not strong enough. **ACTION SK**



8.4 Trees

Tree contractors will be removing the trees that are undermining the foundations of Cedar Court at the top of the Green Field by 4 August. They have been given Suzanne's contact details and we will be able to agree with them what to do with the wood.

The trustees agreed with the management committee suggestion of leaving some of the logs on the Green Field. We cannot have a formal children's playground as we could not meet the required standards.

The tree department has agreed that we can then have the tree contractors for 2 days to do whatever work we want.

Following discussions with the tree officer, possible work includes:

- Removing two trees from the Orchard that are crowding an oak that can be developed
- Removing some of the ivy from some of the trees in the Copse and the Orchard. Precise trees to be identified on site by the management committee. It was agreed not to go ahead with ivy removal.
- Removing some of the larger elm saplings - smaller ones can be removed by volunteers
- Removing other trees where we want to plant other species

Suzanne and Arlette are meeting on 15 July to look at work to be done.

ACTION SK AND AG

8.5 Cedar Court wall

Scaffolding is to be put up along the wall for repairs and it was agreed that the large mass of organic matter that is piled against the wall in the Orchard will be removed by LBB contractors.

ACTION SK

9. Volunteering

It was noted that we now have between 10 and 20 volunteers on Sunday mornings which is enabling the work to progress well.

10. Plan

The overall outline plan needs a little tweaking to reflect post consultation changes. This should be on the website.

ACTION AG

11. Trustees

It was agreed to ask Nick Dimant to be the new Secretary.

ACTION SK

12. Website

Noted: Karen and Samuel have done a great job of up-dating the website.



13. Social media

Noted: The Facebook group and page work well.

Noted: We could do with more content on the Instagram and You Tube accounts.

14. Mailchimp

Noted: The switch to Mailchimp to distribute the newsletter and other communications is working well. We have reverted to the free version.

15. Go Parks

Noted: Our site information has been partially up-dated. I will persist until it is all corrected/up-dated.

16. AOB

16.1 It was agreed that the first event would be in spring 2022 when we would have a launch event around the interpretation board and the new planting. The mayor will be invited to 'open' the site. Inviting the Mayor will be done via Ross once we have fixed a date.

17. Dates of next meetings

Trustees - 8pm 11 October 2021

Management Committee - 8pm 26 July 2021