

## GRACE & FLAVOUR DIRECTORS' MEETING

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AGM – 18<sup>th</sup> November 2015 - Draft (1)

<b>Location:</b>	<b>The Wheelhouse, West Horsley</b>
<b>Directors Present:</b>	John Fluker, John Whitlock, David Payne, Lyn Payne, Ray Beard, Nicki Douet, Ashley Brown, Amanda de Haast, Su Johnston, Helena Stuart-Matthews, Michael Trower & Jane King
<b>Apologies:</b>	Bob Spackman & Dana-Leigh Strauss
<b>Chairman</b>	John Fluker
<b>Minute Taker:</b>	Jane King

Agenda Item	Discussion Points
<b>1. Welcome by Chairman:</b> John Fluker	<p>Everyone was welcomed. Apologies from Bob Spackman who is out giving a talk and raising money for G&amp;F. He and Su do a great job with this.</p> <p>First thing I need is your approval to chair the meeting. <i>Proposer: Claire Brown and seconder: Justine Rego.</i> Members approval by show of hands.</p> <p>We need to formally confirm Ashley Brown as Company Secretary and as a Director. <i>Proposer: Amanda de Haast and seconder: Robin Satow.</i> Members approval by show of hands.</p> <p><b>Resignations:</b></p> <p>No notice received of anyone else wishing to stand as a Director. Resigning tonight Nicki Douet, Amanda de Haast, Helena Stuart-Matthews and John Fluker. Michael Trower to preside over meeting. Re-election of Nicki Douet, Amanda de Haast, Helena Stuart-Matthews and John Fluker. Members approval by show of hands.</p>
<b>2. Chairman's Report:</b>	<p>Generally a very good year for growing and building.</p> <ul style="list-style-type: none"> <li>• <b>Scaffolding</b> – unfortunately we had a visit from the gentlemen of the night who stole a scaffold tower that had been on hire. The hard work of Ashley and others meant we made a successful insurance claim.</li> <li>• <b>Squashes</b> – Please can we ask for offers of homes for storing them. You can buy them on Saturday they will last for ages.</li> <li>• <b>Pond</b> – Looks lovely and mature.</li> <li>• <b>Flowers</b> – Thanks to Helena and team the flowers were a magnificent success.</li> <li>• <b>Lavender</b> – Tom's Lavender put on a beautiful display and attracted lots of insects.</li> <li>• <b>Fruit</b> – Thank you to Dana-Leigh and David. The pears were gorgeous and the new apples were good.</li> <li>• <b>Tythe</b> – Thanks to Helena, Amanda and team. 12 weeks and nearly 400 boxes went out.</li> <li>• <b>Garden events</b> – The many events at the garden went well. We were blessed with good weather except for the squash lunch by which time we had a new roof and the lunch was inside.</li> <li>• <b>Potting Shed</b> – Transformed by progress. Rob and team to be congratulated.</li> </ul>

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<p><b>3. Allotments:</b> Michael Trower</p>	<ul style="list-style-type: none"> <li>• Pleased to advise that all plots are under cultivation, and there are now 28 plot holders. There has been a slight turnover of plot holders since last year – two plots were relinquished and three people from the waiting list obtained plots, as well as a couple of plot holders going from half to full plots. Since the new agreements with increased flexibility were signed with both Parish Councils allotments can be allocated more easily now. There is currently only one person on the waiting list for an allotment.</li> <li>• It has been communicated to the Allotment Holders that In connection with our ongoing supply to NT premises one of their requirements is that produce must not be contaminated by dogs. Dogs are no longer permitted in the main garden and allotment holders must keep their dogs on leads otherwise we might have to ban dogs from the garden altogether.</li> <li>• The water is now turned off. Michael will drain the tanks.</li> <li>• Allotment holders had a summer party.</li> </ul> <p><b>Questions:</b></p> <p><b>How is revenue holding up?</b> Parish Council payment has been reduced but is in line with our costs. We are covering costs and are self-sufficient. £12 per ½ plot or £24 for a full plot.</p>
<p><b>4. Garden Manager's report:</b> John Whitlock</p>	<ul style="list-style-type: none"> <li>• <b>Sown 2015 slide</b> – 120 different seeds, plants and tubers. 4 different varieties of courgette. Good long crops. Defender kept us going and is disease resistant. 3 varieties of leeks for succession.</li> <li>• <b>Aims &amp; Issues slide</b> – 3,000 leeks planted. Peas sown where the ground was not good. 2 new varieties of runner beans.</li> <li>• <b>Issues November Slide</b> – Parsnips under mesh.</li> <li>• <b>Success Slide</b></li> <li>• <b>Issues Slide</b> – It was wet and windy and the potatoes were not cropped. Suddenly wire worm appeared.</li> <li>• <b>Future Slide</b> – Polytunnel – will renovate and renew the first polytunnel. Plan in March 2016 to put on a new cover to improve air flow. Frames – Jeremy did a great job this year and there are plans for more. Manure – finding a different place to store. Fruit Trees – plan to change some of them. Hoping to develop a few more root stocks. Paths – plan to have some long paths on the short bed side. Comfrey – Tim purchased Bocking 14. The wild one sets seed. Bocking 14 only grows vegetatively. We will have a proper bed. Rhubarb – ours has a flowering problem. Will have a new bed with fresh varieties as well as current bed.</li> </ul> <p><b>Questions:</b></p> <p><b>Are there any plans for beds outside the potting shed?</b> There are a few suggestions and under discussion. At the moment suggestion is for path/patio/decking area.</p> <p><b>Sprouts – variety called Wellington or Napoleon. Which one are we choosing?</b> The labels have disappeared so unable to decide.</p>
<p><b>5. Membership:</b> Su Johnston</p>	<p><b>Numbers:</b> most of numbers are trending down. A large number spending shorter hours. We have got enough manpower for now. Is it a problem? 207 members currently. 313 people get the email Su sends out and more than 60/70% open the email. The only email I am told off for not sending frequently enough.</p> <p><b>Timesheets:</b> The timesheets are not really working any more. Jane MacIntrye and Nicki Douet make sure we process the information.</p> <p><b>Members:</b> Do we want more people in the garden? Only way to get people in is to invite them. Are we good at involving the newer members? Duke of Edinburgh group is growing. Expecting will keep this going. If we want more members you will have to invite them.</p>

	<p>members. Do we want more people in the garden? Only way to get people in is to invite them. Are we good at involving the newer members? Duke of Edinburgh group is growing. Expecting will keep this going. If we want more members you will have to invite them.</p> <p><b>Questions:</b></p> <p><b>Have we changed the timesheet? Has the time come to think about changing the system?</b> Discussion that we could estimate on a sheet that was passed around. We could get a fairly good average using one sheet at coffee break. Discussed ways to find best way to record the time. Timesheets are used to calculate hours for discount. Examine what it is for? What is the good reason for doing this? <b>Action: Discuss at a Director's meeting and invite Jane MacIntyre.</b></p> <p><b>Who do we want to attract?</b> Challenge around June when people go on holiday and the garden is busy. A leaflet drop was suggested. Magazine drive perhaps as some members came via that route. Maybe contact the youth club.</p> <p><b>To maintain same work load we need younger people?</b> Discussion took place that some jobs will get too heavy. Allotments have lots of families. Do not have families in the community garden, does not attract families. Maybe have links with U3A.</p> <p>Discussion that midweek evenings in the summer might appeal. Trial this year was successful and plan to do again next year.</p>
<p><b>6. Financial Results:</b> Ashley Brown</p>	<p>Final figures for year presented with visual display.</p> <p><b>Income:</b> a lot in and out for the potting shed. Sales up. Fixed amount on allotments. Scaffold Tower insurance paid up.</p> <p><b>Expenses:</b> will have to pay VAT ourselves on Potting Shed. Maintenance for tree cutting.</p> <p><b>Forecast:</b> presented with visual aids. Where we might end up next year. Have taken an average to get the figures. Windows are the next big item. Been given a grant of £1,500 by Horsley Community Fund.</p> <p><b>Allotments:</b> accounts not looking too bad. Given the average may drop a bit.</p> <p><b>Financial Considerations Slide:</b> Polesden Lacey has changed their policy. We have submitted paperwork and will see how that progresses.</p> <p><b>Financial Plans:</b> less to be depreciated now and might have to pay tax.</p> <p><b>Insurance:</b> the premiums shot up. Now have a fixed price.</p> <p><b>Questions:</b></p> <p><b>What about potting Shed depreciation?</b> Can look into that but it is a building.</p> <p><b>The water figure is it for both?</b> Yes, G&amp;F and allotments.</p> <p><b>Reserve for £14k. Is that really our reserve?</b> Have valuations to do some structural things on the potting shed. The allotments now have a contingency fund as Parish Councils made a comment on it. We know we are going to spend money on drainage. Aim is to have some accounts to show Parish Councils for allotments.</p> <p>.</p>
<p><b>7. Website:</b> Ashley Brown</p>	<p>Is up and running. Getting some updates and trying to keep the site up to date. Storing information about website visits.</p> <p>Website Statistics slide presented.</p> <p><b>Question:</b></p> <p><b>Are there links to this website from other sites?</b> Yes, to Parish Councils, National Community Gardens website, linked to local churches and links into others.</p>
<p><b>8. Wildlife:</b> Ed Woodhouse</p>	<p>Presentation of slides.</p> <ul style="list-style-type: none"> <li>• <b>Buzzard slide</b> – Raptors are getting common now.</li> <li>• <b>Nest Boxes slide</b> – Did not do so well this year. Breeding boxes down but clutches higher.</li> <li>• <b>Mandarin Duck slide</b> – Second year of breeding.</li> <li>• <b>Owl slide</b> – Last year a Tawny owl. This year Little owl laid 5 eggs.</li> </ul>

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<b>9. AOB:</b>	None
<b>10. Thanks and Close:</b> John Fluker	<ul style="list-style-type: none"> <li>• Thank you to the directors and Eddie who have made their reports tonight.</li> <li>• Thank you to everyone who has come tonight.</li> <li>• Thank you all for your continuing support on this wonderful community project.</li> </ul>