

Barby Townlands and Educational Charity

Minutes of the meeting held by the Trustees on Tuesday 17th September 2019

Trust met at 22 Kilsby Road, Barby

Present: Graham Sloper (Vice Chair), Rob Wilson, Jo Martin, Derek Middleton, Sally Robbins & Cat Sabine (Secretary & Treasurer)

Catherine Lomax (co-opted representative from Barby Charity) did not attend.

1.	Welcome & Apologies Apologies received from Richard Camp (Chair) and Carol Hamp.	
2.	Declarations of Interest None	
3.	Minutes of the last meeting of 29th July 2019 Agreed to be an accurate record of the meeting and signed by Vice Chair – Graham Sloper.	
4.	Matters arising from the minutes <ul style="list-style-type: none"> • Sally has emailed allotment holders reminding them of the rule on not using hose pipes. • Sally received an email from an allotment holder who has had their courgette plants strimmed/mowed over. It would appear Charlie Wilson may have accidentally done it while mowing the paths. Sally to send an apology email. She will also remind allotment holders to keep their plots clear of paths. Cat to add this to renewal form 	Sally & Cat
5.	Leases Nothing to discuss.	
6.	Land Management <p>a) Allotments: Only 2 small plots left vacant at present. Rob advised that Charlie is aware there are a few jobs he needs to do but he would like clarification of exactly what is expected of him. Sally, Rob, Graham & Charlie to meet in the allotment to discuss work required.</p> <p>b) Orchard: New fence looks good.</p> <p>Trustees discussed the outdoor stage project. They all agreed that a budget needs to be set so that costs don't spiral. They also agreed that the best next step would be to arrange for initial drawings to be done. This would then help cost out the build. Cat to organise drawings. Cat to also contact Yelvertoft Parish Clerk to discuss their outdoor stage & ask about maintenance, build cost, how they charge, insurances and usage.</p> <p>Wildflower patch needs cutting and raking. This needs to be discussed when Rob, Sally, Graham & Charlie meet to discuss allotment requirements.</p> <p>Petanque court is going to be weed killed this weekend in preparation for Apple Day. Any long brambles on the path leading up to the orchard will</p>	<p>Rob, Sally & Graham</p> <p>Cat</p> <p>Rob, Sally & Graham</p>

	<p>also be cut back.</p> <p>BBQ is in urgent need of repair. Graham has taken some of the broken parts away, cleaned BBQ and cleared the area of weeds. BBQ tray is rotten and needs new. Rob & Andy Sabine to discuss & fix before Apple Day.</p> <p>Apple Day:</p> <ul style="list-style-type: none"> -Sally has provisionally booked Village Hall for 2.30 in case of rain. -Burgers/Buns/Ketchup – Cat to check numbers with Catherine Camp & advise Rob on how many to buy -Napkins/Apple juice/Cups/Sweets – Sally to buy -Cakes – whoever can make cakes to do so -Tables – Cat to arrange for loan of tables from VH. Cat & Graham to collect them at 11am on the day -Mummers – confirmed to perform. Cat to ensure signed cheque is prepared -Apple Bobbing – Jo to sort <p>c) Garage: No issues</p> <p>d) Tennis Courts: No issues</p> <p>e) Charity Pasture Land: No issues</p> <p>f) Poorlands Arable Land: Dog stile – villagers have commented that the dog stile up at Camps Copse has been blocked. Graham to check with Mr Birden & feedback. Rob will have a look at the stiles in this area & confirm whether any need replacing.</p> <p>Grant approved for hedge laying between the two fields. Graham is meeting Howkins & Harrison next week & will discuss.</p> <p>g) Tendering requirements Graham has suggested a tiered system of approval. He will draft a document for discussion at the next meeting. Cat to add this to the agenda.</p>	<p>Rob</p> <p>Cat & Rob Sally ALL Cat & Graham Cat</p> <p>Jo</p> <p>Graham & Rob</p> <p>Graham & Cat</p>
7.	<p>Accounts £8,708.62 in current account & £31 in COIF.</p> <p>Cat to find out how accessible the COIF money is, any penalties etc.</p>	<p>Cat</p>
8.	<p>Correspondence None</p>	
9.	<p>Grants No grant requests received.</p> <p>Discussion about grant requests & an organisation's cash flow. Cat to ask</p>	<p>Cat</p>

	<i>Ian Webb to add a section to the website stating that occasionally, when large amounts of money are asked for, we may ask an organization to submit its accounts for review. Cat to also add this to the information for applicants on grant request form.</i>	
10.	AOB Trustees confirmed we will be holding Carols around the tree event again this year. Date to be confirmed.	Cat & Richard