



**Minutes of Meeting on Friday 24<sup>th</sup> July 2020. 10.00 - 11.15 am**

**Venue: Zoom Meeting**

**Members Garden & Social Committee**

Present: Sophie Thorpe (ST Chair), Jill Goddard (JG Vice-Chair Minutes) Julie Lewis (JL), Jesse Cudjoe (JC), Saoussen Ouertani (Observer Quentin House).

No	Item	Action
1	<b>Welcome, introductions, apologies for absence &amp; minute taking</b>	
	<p>ST welcomed everyone and JG agreed to take the Minutes.</p> <p>The draft minutes of 3<sup>rd</sup> July were voted to be approved by JG and seconded by JL. Unanimously approved. Minutes to go to the Board next.</p>	ST
2	<b>Declarations of interest</b>	
	None	
3	<b>Matters arising not on the Agenda</b>	
	<p>Point 5- it was noted the outstanding action by Just Ask to clear garden debris. Has been done, including the lavender beds. A video showed the lack of pruning skills and timing linked to loss of flowers needs resolving via the BOST Consultation and possibly with the use of an annual calendar to share with Just Ask.</p> <p>Children had been reported out of opening hours climbing into the garden from Peabody on Webber Row.. Asya, Maureen and Jesse to be asked to assist in noting the frequency this is happening.</p> <p>All Garden Gatekeepers agreed CoC via email or face to face.</p> <p><b>Done: ST has received the Council list of past projects that received funding for the Community Project Spreadsheet and will add to the spreadsheet.</b></p> <p><b>ACTION: ST to raise this matter, (See point 5 and Peabody), at the board and the need to monitor the garden by those living locally to assist.</b></p> <p><b>ACTION: ST to discuss with BOST the use of a 'calendar' for Just Ask.</b></p>	<p>ST</p> <p>ST</p> <p>ST</p>
4	<b>Review BOST Consultation-Molly Gadenz mtg</b>	
	ST had a good mtg with Molly Gadenz on Wednesday 15 <sup>th</sup> July and both visited the gardens. MG is up to speed, remembers points raised	

earlier this year and is enthusiastic to help. Design ideas for wider use by residents were discussed.

### **QUENTIN**

Using the S106 funding for greening as it was intended could change the raised bed garden, the neglected tenants' gardens and the long hedgerow strip to better use. Resident Consultation would ideally be led by BOST as they have expertise. Visual examples and other estates were agreed to be the best tools showing:-

Kids play, Benches, combining grass and paving for easier access and low maintenance, moving veg beds to Webber garden, using higher fencing/ gating for screening the gardens from the road were ideas.

### **WEBBER**

Same approach of resident consultation on visual ideas.

Overy space- use the rear wall more for lean to greenhouses, pots and planters on mix of grass and paved landscaping.

### **Delarch/Algar garden**

Greater variety of spaces and uses, more light , less dense and lower trees and more flowering shrubs, outdoor gym, more benches, individual veg growing planters and a large mixed purpose greenhouse at the rear providing indoor space for coffee mornings/ social workshops, possibly Board meetings/ trainings as well as growing.

### **Courtyards**

Review all walls between blocks as to removal to connect all safely.

Gates across the entrances would increase more use by residents/ children's safety and less cars, safeguard against drug usage, homelessness, ASB

Review location and use of all children play areas not working or inadequate and move as part of new design agreed.

Move bins and bike lockers to back walls and brick or pave all ground areas to take more benches/pots and planters and more flowers. Create a less dense feel to allow more light into lower ground floor properties.

Budget was discussed.

**ACTION: ST to check what amount is in the TMO annual budget for a community officer and engagement as this could be BOST?**

ST

		ST
5	<b>Terms of Reference (TOR) for committee</b>	
	<p>The new draft TOR were discussed and agreed with some suggested changes. Quorum should be 3. Any major funding bids for example the BOST consultation, goes to the Board.</p> <p>The new draft TOR was approved unanimously.</p> <p><b>ACTION: ST to circulate and ask the Board to approve the new TOR.</b></p>	ST
6&7	<b>Small Grants application Process and Form Review</b>	
	<p>The revised draft was discussed again and agreed with some suggested changes.</p> <p>Any application over £100 should go to the finance committee to approve. Anything over £500 and up to £2,000 should go to the Board to approve.</p> <p>Agreed that the GSC would propose the Board allocate an additional £2k to £5k on top of the £1,300 TRA Grant for Garden projects.</p> <p>All agreed that all Funding applications to the TMO over £100 be suspended for the next 6 to 12 months (subject to review) pending the BOST consultation to avoid wasting funds.</p> <p>ST had previously advised Nils from the Cleaner, Greener, Safer council dept. of the BOST consultation and that going forward to refer to the TMO in all cases should any applications be put forward to the Cleaner, Green, Safer dept. by residents to reduce the possibility of wasting funds. Nils agreed to ensure his team are aware and to contact the TMO in all cases.</p> <p>Agreed that any funding requests under £100 to be managed via a separate Application Form with the decision being made and funds allocated by the GSC only.</p> <p>Grants would be for flowers only with a total of £300 over the next 6 to 12 months, making 6 small grants of up to £50 possible.</p> <p>All agreed the need for public money to be transparently managed and to try the new form as residents could ask TMO officers for assistance. Notes and examples will help residents understand what information is needed. A simpler version for the £50 grants form will be produced.</p> <p><b>ACTION: ST to produce a simpler form for £50 grants.</b></p> <p><b>ACTION: ST will ask the Board to approve the revised application forms and how much budget was allocated to the GS Cttee in total.</b></p>	ST

	<b><i>ACTION: ST to create supporting notes for Small Grants App Form and bring to the GSC for approval.</i></b>	
8	<b>Rachel Davies Project Application</b>	
	<p>All discussed the application which had been circulated previously. Given the agreements on limiting grant funds until BOST consultation on design ideas is complete, all agreed that saving money towards that was a priority and that Mawdley courtyard had recently had £6,000 spent on it.</p> <p>All noted the good suggestion of the paddling pool. Agreed that it would be better placed in the Delarch/Algar garden to be used by all residents and stored in Delarch/ Algar garden and use the hose there.</p> <p>The garden already has a donated table tennis so agreed there is no need to purchase a second one.</p> <p>BOST provide a holiday summer scheme for children at Living Space and which has already been publicised by the Comms Committee via email and the website.</p> <p>£50 for more flowers should be approved but not respectively for those already purchased as it sets an unwanted precedent for retrospective permission.</p> <p>The tap in Mawdley should be repaired as it has poor flow for watering. This was requested earlier and not done.</p> <p>Decision: Not to fund the proposal but to approve the paddling pool in the main garden for wide use.</p> <p><b><i>ACTION: ST to report back to the Board mtg and SI to be asked to repair the tap in Mawdley courtyard.</i></b></p> <p><b><i>ACTION: GSC Chair to respond to Rachel Davies via email with GSC decision.</i></b></p>	ST/SI
9	<b>Community Open day Options/ Coffee Mornings</b>	
	<p>It was agreed that regular Coffee Mornings could be started again and hosted in the Algar/ Delarch garden. GSC will agree when to start again via email.</p> <p>COVID 19 impact was discussed and agreed that a Community Open Day was unsuitable this year but can look to have an Easter event in 2021. The garden opening trials should count towards community events plus any garden consultation in the gardens later this year.</p> <p>JL suggested we could ask residents to bring their own food/ drink/ plate etc. All agreed it would be a good idea to help community engagement.</p> <p><b><i>ACTION: ST to report back to the Board.</i></b></p>	ST  ST
10	<b>Garden Opening Weekend Update</b>	
	<p>It was agreed that young child non supervision in the garden should be advised as parent's responsibility to protect the TMO against insurance claims. A sign should go up on the garden noticeboard- a new noticeboard is needed- and on the website and be emailed to all residents so they are aware.</p>	

	<p>GS Cttee &amp; Board to decide autumn garden opening times in advance.  BOST veg growing plans in place for spring planting 2021.  Discuss all at next meeting.  <b>ACTION: ST to bring resident feedback re child supervision/ TMO insurance to the Board for discussion</b>  <b>ACTION: ST to propose extra opening days/ times to the Board for discussion at next meeting.</b></p>	ST
11	<p><b>Next meeting</b>  Discuss the ideas for funding garden ideas and consultation.  Raised beds and fruit and veg growing interest: How many are interested needs sorting out.  All part of Stage 2 Consultation and funding of most supported ideas.  Plan for October funding applications round.  “Plants Grants Form” approval</p>	
9	<p><b>AOB</b>  JG requested the GSC meetings move to the evenings. All agreed.</p>	
	<p><b>NEXT MEETING: Agree next meeting date/ time after 29<sup>th</sup> July Board meeting.</b></p>	