

**MINUTES OF THE MEETING OF GREAT SOMERFORD FREE GARDEN TRUSTEES**  
**HELD IN THE COMMUNITY ROOM AT SOMERFORDS WALTER POWELL SCHOOL ON**  
**WEDNESDAY 7<sup>TH</sup> NOVEMBER 2018 at 21.30 Hrs.**

**PRESENT:** Trustees S. Mansfield-Chairman, H. Cole, D. Butcher, M. Hourigan, F. Hyde, M. Griffiths

**MINUTES**

|         |  |
|---------|--|
| 1.11.18 | <b>Apologies for Absence</b> – Cllrs Blount, Binstead and Gravel   |
| 2.11.18 | <b>Minutes</b> – It was proposed by Cllr Butcher and seconded by Cllr Cole that the Minutes of the previous Trustees meeting held on 5 <sup>th</sup> September 2018 be adopted as a true record. This was approved unanimously; the minutes were then signed by the chairman as a true record.   |
| 3.11.18 | <b>Allotments</b><br><b>i. Annual Inspection</b> - Was carried out (see attached report by Cllr Hourigan). Mr Stone has now resigned his tenancy from plots 57 and 58.<br><b>ii. Renewals</b> - Current system of annual renewal takes a lot of time and effort. It appears that it is only necessary to inform tenants of their duties at the beginning of the tenancy<br><b>Action - Cllr Butcher to confirm</b><br><b>iii. State of Free Gardens Sign</b> - The main sign is looking a bit tatty. Cllr Cole offered to find out who made it originally. |
| 4.11.18 | <b>Maintenance</b><br><b>i. Ivory growth on Western Hedge is excessive.</b> The growth is excessive. Cllr Butcher volunteered to cut through the stems and let it die back<br><b>ii. Skirts of trees in Jubilee Gardens.</b> Make it difficult to mow. Cllr Butcher offered to suggest to the mowing contractor that he raise the skirts on these trees could do it.   |
| 5.11.18 | <b>SHASA and use of Jubilee Gardens.</b> Cllr Mansfield has discussed with chair of SHASA about future use – all we ask is that the trustees are aware of the requirement. E-Mail is acceptable  |
| 6.11.18 | <b>Finances</b><br>Annual return for 2017-18 made to Charities Commission.<br>Ledger since start of 2018/19 year was presented. Brexit uncertainty has caused stock market to fall somewhat over last few months but the investment is still greater than when first invested.<br>The treasurer's account is showing a deficit since beginning of FY; however, we are expecting another two inputs from the CCLA (money paid quarterly) and will not be cutting the grass in the winter months<br>Details on sheet 2                                       |
| 7.11.18 | <b>Next Meeting</b> – Wednesday 9 <sup>th</sup> January 2019 immediately after the Parish Council meeting  |

**Meeting closed 21.55 Hrs**

*S. Mansfield* 21/1/19

| Date  | Description   | FY Opening Balance | Inter-Acc Transfers | Income        | Expenditure      | FY Closing Balance |
|---|---|--------------------|---------------------|---------------|------------------|--------------------|
| <b>Free Gardens Treasurers Account</b>      |   |                    |                     |               |                  |                    |
| 06/04/18                                    | Start of Year Balance                               | 11,452.69          |                     |               |                  |                    |
| 06/04/18                                    | Bank Giro Credit from COIF †                        |                    |                     | 4.34          |                  |                    |
| 02/05/18                                    | Cheque 0019 to J. Derrick. Grass cutting †          |                    |                     |               | -145.00          |                    |
| 31/05/18                                    | Bank Giro Credit from COIF †                        |                    |                     | 497.06        |                  |                    |
| 06/06/18                                    | Cheque 0020 to J. Derrick. Grass cutting †          |                    |                     |               | -145.00          |                    |
| 04/07/18                                    | Cheque 0021 to Ben Roberts – Allotments Strimming † |                    |                     |               | -40.00           |                    |
| 04/07/18                                    | Cheque 0022 to J. Derrick. Grass cutting †          |                    |                     |               | -290.00          |                    |
| 31/07/18                                    | Cheque 0023 to J. Derrick. Grass cutting †          |                    |                     |               | -145.00          |                    |
| 31/08/18                                    | Bank Giro Credit from COIF †                        |                    |                     | 497.06        |                  |                    |
| 05/09/18                                    | Cheque 0024 to D. Butcher – Seal plaque †           |                    |                     |               | -34.14           |                    |
| 03/10/18                                    | Cheque 0025 to J. Derrick. Grass cutting †          |                    |                     |               | -210.00          |                    |
| 07/11/18                                    | Cheque 0026 to J. Derrick. Grass cutting            |                    |                     |               | -145.00          |                    |
| 07/11/18                                    | Cheque 0027 to J. Derrick. Grass cutting            |                    |                     |               | -145.00          |                    |
| <b>FY Totals</b>                            |   | <b>11,452.69</b>   | <b>0.00</b>         | <b>998.46</b> | <b>-1,299.14</b> | <b>11,152.01</b>   |
| <b>Closing Balance less Opening Balance</b> |   |                    |                     |               |                  | <b>-300.68</b>     |
| <b>COIF Investment Fund</b>                 |   |                    |                     |               |                  |                    |
| 06/04/18                                    | Start of Year Value                                 | 55,000.00          |                     |               |                  |                    |
| 31/08/18                                    | Value on Date †                                     | 56,457.26          |                     |               |                  |                    |
| 05/04/19                                    | End of Year Value                                   |                    |                     |               |                  | 56,457.26          |

As of 7<sup>th</sup> November 2018

† - Indicates verified in Statement

Notes Investment value fallen since last report due to bad stock market conditions; however, still up on original investment

## **Annual Inspection of Allotment Gardens Tuesday 27th October 2018**

Trustees present: David Butcher, Hector Cole, Steve Mansfield and Melvyn Hourigan.

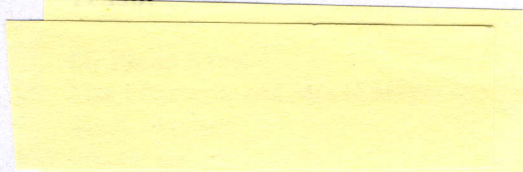
The annual inspection of the Free Garden Allotments was carried out on the above date.

It was agreed by those present that the following tenants should receive a letter regarding the unkempt state of their allotment and the Trustees intention NOT to renew their tenancy next year unless there is a dramatic improvement in its condition.

**Allotment Number**

**Tenant**

57-58  
86-87  
21



Letters will be posted within the next ten days of this report.

The general condition of the Free Gardens allotments is excellent. The work done by Mr Roberts on the vacant allotments was also judged excellent.

Whether or not it is necessary to obtain planning permission to undercut the tree canopies in the Jubilee garden to facilitate mowing under those trees requires further discussion by the Trustees.

Due to complaints received from parishioners, the Trustees should consider organising the cutting of the rampant ivy growing on two trees on the Seagry Road boundary of the Free Gardens.

Mel Hourigan  
29th October 2018