

Minutes of Leechwell Garden Association Committee Meeting Birdwood House, Monday 11th October.

Present: Sue, Ed, Jim, Alex, Janet, Dave, Jeannette, Robert, Jill, Wendy, Alan (part), Ross (part), Helen (part)

1) Apologies

Anna, Lorette

2) Minutes of 29th September

Agreed, with two amendments:

- a) apologies had been received from Dave and Janet
- b) the minutes of the two previous meetings, dated 17th and 22nd September, had been accepted

3) Injunction

Ross updated the group on the position with the injunction: a negotiated solution is being sought prior to Thursday. Ross has proposed a solution, based on closing end gate and withdrawing public access to rear path near properties, while retaining access through central gate. He has sought the views of LGA, TDT, Community Spaces, and the residents of Heathway. If not agreed by all, including Community Spaces, then it will proceed to a court case.

Sue confirmed that Lorette wished to stress that the residents were not in dispute with the LGA, or with the garden itself. She later confirmed on Lorette's behalf that the residents were willing to open and close the gates.

In the debate which followed, concerns voiced by committee members included:

- a) the possibility that any one resident could take out a further injunction even if all other parties agreed;
- b) the loss of an agreed community amenity and the potential for community compensation for the loss of the amenity;
- c) the potential impact on Community Spaces funding, and the need for SHDC to make good any loss of funding;
- d) the possibility of criminal charges being brought if any member of the public breached the barriers roping off the area covered by the injunction at the launch;
- e) a preference by some for the lower gate to be kept open in preference to the central gate;
- f) the need to build steps for easier access for either gate;
- g) the need for SHDC to provide a permanent fence to prevent public access to the rear path if agreement is reached;
- h) the need to ensure that an interim position is agreed, if the injunction is lifted, to deal with the current absence of steps.

Committee members voted as follows;

- i) in favour of accepting a reduction in the number of gates to three, and losing access to the path to the rear of the houses, in order to achieve a negotiated solution;
- j) in favour of opening the central access way in preference to the lower, end gate;
- k) if really necessary, accepting the substitution of the lower gate if this is proved to be the preference of the residents' association, again in order to achieve a negotiated solution.

In view of the significant level of concessions being offered, it was felt appropriate to require a disclaimer for each resident individually committing them to not challenging the negotiated outcome. Ross indicated that this might prove difficult, but would seek further advice from the SHDC legal team. Ross' suggestion that the residents be asked to open and close the gates in line with their winter timetable, while we negotiate a

longer term position was approved. Finally, the team agreed that it would support any decisions which Ed might have to make on our collective behalf in the coming days.

Postscript: Jim checked the position with Ross before he left re the Church's desire for a piece of ironwork to go on their wall, inside the main gate (likely cost £1,200). SHDC do not have any additional money for this. Dave suggested a future fundraising event to address this. Jim to pursue with Alex outside the meeting.

Action: Jim

4) Project Manager's Report

a) The pergola will be completed today, the dry stone wall was been successfully completed in one day. Jim confirmed this was not intended to have coping, being similar to the Devon Bank in construction.

b) John Churchill has confirmed the gates are 90% likely to be ready for the launch, and he will ensure that something is present on Sunday!

c) Alex needs to provide a key for the side door for Sunday.

Action: Alex.

d) The picnic table is still promised, which simply leaves the remaining benches and the side gate on the "to do" list.

e) Alex confirmed that Property Services have removed the telegraph pole, dealt with the electrical box, provided the coping, and fenced off the immersion pool. They will put a rope barrier along the path at the rear of the resident's homes, and sort out the potential danger point inside the gates, pointed out by Janet. The contractors will deal with the grass, weeding, stone picking etc and will grit the herb garden.

Action: Alex

f) Jeannette restated her concerns about the unsatisfactory soil on the herb garden. She proposed that if SHDC/the contractors are not going to deal with it, then maybe we should get BTCV to dig out 15", and replace it with good top soil. Jeannette and Alex will discuss further to identify options.

Action: Jeannette/Alex

g) The heron donated by Pruw and Lionel has been removed to the Mitchell's for safe keeping. It was agreed that the next meeting should come up with a policy for dealing with potential gifts and donations. Jill will explain this to Philip ?? who has offered a bench in memory of his wife.

Action: Jill

5) Launch

Helen confirmed that the workshops with the children at the Grove School had gone well, before outlining the details of her plans for the ceremony. This is likely to last for c10 minutes, and includes:

a) 5 giant characters;

b) an exchange of gifts before the gates are opened, comprising three Haiku poems, promises of work from enthusiastic gardeners, and the basket of apples. The Viva choir will sing an apple planting song;

c) dancing from the children;

d) a large key, which does not initially work, as the garden needs to be unlocked from the inside.

Helen will brief Tony Whitty on Friday about his role.

Action: Helen

Jill then ran through the project plan.

New actions/decisions agreed (see full checklist at end which has been amended in line with these minutes):

e) Alex to provide gardening implements and give to enthusiastic garden implement wavers in the crowd!

Action: Alex

f) two marshalls to be on outside of gate, who can ensure space available at gate for dancers as well as undertake crowd management;

Action: Jill

g) Leechwell Lane to be open, and marshalled, from 2.00pm with additional person to chaperone children at top of garden;

Action: Jill

h) Jim to ensure tarpaulin or other shelter available for children at top of garden in case of rain;

Action: Jim

- i) Jim to put up gazebos etc with Alex in the morning and confirm time of arrival at the garden with Helen;
Action: Jim
- j) Jill, Wendy and Ed to meet at St Marys at 1.00pm to bring tables and chairs to garden;
Action: Jill, Wendy, Ed
- k) Sue and Dave to continue to liaise with Soundart Radio and BBC Radio to seek additional publicity for the launch and the garden;
Action: Sue, Dave
- l) *Temporary signage: Alex is willing to laminate temporary signs, Jeannette wants four additional semi-permanent signs for the herb garden capable of lasting the winter; Dave and Janet have done signs indicating the herb garden, the Leechwell Pool and the First Aider for the launch. How did we leave this??*
Action:??
- m) Exhibition: this will concentrate on the role of Community Spaces in funding the project and how people can get involved with the garden. In view of Sue's meet-and-greet role, Wendy will provide cover for the exhibition. With the apple juice/cake station nearby, there should be enough people to cover any queries in the general area.
- n) We will all assemble at 1.15pm in the garden to ensure everything is clear and sorted.
Action: all

6) Signage

Sue indicated the layout of the temporary sign prepared by SHDC. Following the morning meeting with the police, antisocial behaviour specialists etc, an additional prohibition sign against lighting fires will be added. Robert suggested also adding the Leechwell Garden website.

7) Licence

The morning meeting provide helpful tips to form the basis for future development of the licences, agreements and procedures. Sue requested a meeting be set up between Lorette, Dave and Derek Williams who had all volunteered to be part of the Advisory committee, as it will be important to start monitoring use (and abuse) of the garden from its launch.
Action: Dave, Lorette

There is a need to be clear about to whom issues should be reported. This is new territory for those at the morning meeting, and sets a precedent which will be useful also for Heath's Garden and the Lamb. The three monthly review meeting has been welcomed.

7) AOB

- a) The shed offered by Jill and Shirley is too large for the site allocated to it. Jim will confirm this back to them;
Action: Jim
- b) Unfortunately, invitations were not delivered, in error, to Heathway residents. Jill and Sue will ensure this is corrected.
Action: Jill, Sue

8) Next LGA meeting

Wednesday 20th October, 2.30pm. Jill to confirm availability of room with Anthea. This meeting to confirm a policy relating to gifts and donations, and review the launch.

LGA LAUNCH PLAN (3a) : TO DO LIST....

3) Pre-event activity, coordination	Who
Promotion	
Invitations to residents	Jill/Sue
Media	
Written Media	Robert
TV, Radio	Sue/Dave

Event Requirements

Sourcing 2 gazebos and tent	Jim
Sourcing disposable cups, napkins	Robert
Sourcing apple juice	Robert
Sourcing apples	Jeannette
(Sue has basket but may be too large – Jill will get to Jeannette)	
Sourcing tables, chairs	Jill/Wendy
Putting up plaque	Jim
Brief Mayor	Helen
Preparing exhibition material	Sue
Preparing temporary signs	Janet (if anything else needed)
Securing additional whirly things	Jill
Providing rubbish bin	Jill
Providing donations buckets	Wendy
14 th October Rehearsal	Jill, Jim to attend to check for H&S requirements
Providing fluorescent tabards, and garden implements	Alex

4) Setting up:

Erecting gazebos etc	Jim, Alex
Bringing tables, chairs	Jill/Wendy/Ed/Mike T
Installing Balloons etc	Lorette, and all
Any cake deliveries to Lorette's	Lorette
Bringing whirly things	Jill
Check H&S requirements on day	Jill, Ed (Helen)

5) Roles during event

Oversee event activity	Helen
Looking after Mayor, and other guests	Ed, Sue
First aider	Kate
Roving photographer	Dave
Apple station	Jill, Anna
Marshall on Leechwell Lane gate	Alan
Marshalls outside main gate	Jim, Alex
Marshalling inside gate	Lorette
Advocacy/information:	
at gate	Lorette(if needed, otherwise free agent)
at exhibition, with guests	Ed, Sue, Wendy, Alex
at herb garden/pergola	Jeannette
at play area	Jim
at pool/Devon Bank	Janet
Roving support Robert (and to hand out whirly things initially)	

7) Timetable for Launch day

9.30am – 11.00am	Cakes delivered to Lorette
?? 12.00noon	Jim, Alex erect gazebos etc
1.00pm	Jill, Wendy, Ed meet at St Mary's
1.15pm	All assemble and ensure all is complete
2.00pm - 3.00pm	Alan on Leechwell Lane gate monitoring
2.30pm	Janet, child chaperone
<i>Dave as photographer just inside gate?</i>	