

**Leechwell Gardens Association Committee Meeting**  
**4 pm Tues 23 November 2010, Birdwood House**  
**Minutes**

Present: Jim Carfrae, Alan Gorman, Sue Holmes (Chair), Lorette Logie, Anna Lunk, Dave Mitchell, Janet Mitchell, Jill Tomalin, Ed Vidler, Alex Whish, Jeanette Willington

1) Apologies: Shirley Prendergast, Wendy Reid, Robert Vint

- New notice displaying opening times etc was approved
- Thanks were offered to Jim Carfrae for hosting such a pleasant gathering at his home on 12<sup>th</sup> November

2) Minutes of last meeting approved

3) Job description for Lamb project co-ordinator – possibly combined with similar tasks for Leechwell Garden?

4) Account opened with Harris & Son, and Totnes Pet & Garden (see note at end of minutes)

- Matting under play installation – 28 sq m matting to allow grass to grow though - to be paid for by LGA
- Risk assessment to be carried out on Pool and log pile
- Free compost sorted (Jeanette)

5) “Public Art” What does the term refer to? The gates and pergola are functional art – both were commissioned - are they also “public art”?

- Janet to retain the public art portfolio, Jill the volunteers and membership portfolio
  - Alex:
    - presented laminated notices
    - Assessment for Lower Pool scheduled on site for Thursday 25<sup>th</sup> November
  - Sue: Totnes Development Trust AGM 5pm 29<sup>th</sup> November at Bogan House
  - Jim: Holes for roses have been dug in slightly the wrong places for pergola.
    - **Action:** Alex to help adapt the holes, or dig new ones, at the time of planting.
  - Plinth for Lorette’s bench
  - Scott Woyka has to produce benches no later than 31 Jan, or notify us by 1<sup>st</sup> Jan
  - Mike Jones willow-planting workshops not included in quote, therefore the planting will go ahead by Mike on his own
  - Siting of picnic table: move further up bank between the trees.
    - **Action:** Alex to carry this out with SH Property Services.
  - Sign board due 14<sup>th</sup> December
  - Gates arriving 24 November galvanised and resprayed
    - **Actions still outstanding:**
    - Benches (contracted)
    - Planting
  - Janet:
    - Public art winner to be announced on Wednesday 15 December with £1,500 cheque as initial payment
    - Photo-opportunity ... where? Indoors or out? In artist’s studio?
    - Interviews on Thursday 9<sup>th</sup> December, decision the following day or over the weekend
    - Alex: Health and Safety statement/risk assessment of the work (statutory requirement)
  - Trees: Wendy has prepared report. Cost of Totnes apple trees. Is it possible to graft Totnes apples from an existing tree?
    - **Action:** Alex to call Thornhays Nursery on behalf of SHDC re trees
- 6) Jill: See report. Speak to Graham Tait. Scoping: who will pay?
- Alex: there is no funding for Pool.
  - requires Scheduled Monument Consent
  - this requires a review
  - quotes need to be collected – involve Richard Gage
  - Hester Pelly is interested in Leechwell and may be able to help financially with Pool
  - Jill to go ahead

- There was some discussion of letter in |Totnes Times querying the use of the term “holy” in relation to the Pool.

## **Minutes of LGA Meeting, 23<sup>rd</sup> November**

(from Item 7 only)

### **7) Licence**

Sue and Ed have met with Ross and Alex: Ross will reply re the schedules submitted, and Ed will update the licence, reflecting amendments suggested by similar work on the Lamb. Paul Bennett has been particularly helpful on this.

**Action: Ross, Ed**

Ed confirmed the LGA will approve Events/activities in principle and manage the diary of events. Event/activity organisers will also fill in and submit the SHDC form, as currently. Ed and Alex to ensure process is clear and Dave to ensure website reflects requirements. **Action: Ed, Alex, Dave**

### **8) Maintenance**

No new developments on this with SHDC. Concern about capacity to attract and involve volunteers, and caution needed. Alex to check with Ross re possible cost implications if SHDC do basic level of maintenance, with vols activity enhancing this.

**Action: Alex**

Larger discussion needed about volunteers, how to involve them etc, and supporting membership approach. Jim advocated opportunities for skills training, Dave suggested holding the AGM in the spring. To be added to Agenda for next meeting.

**Action: Sue**

### **9) Sustainability Grant**

Ed to send list round. Items discussed included equipment, compost bin, watering cans. Desire for purpose built, quality tool storage unit, with green roof, possibly produced as part of a workshop – Jim to get quote. Alex to draw up list of tools, prices from BTCV catalogue. **Action: Ed, Jim, Alex**

(Note added by Sue: TDT have accounts set up with Harris & Son, and Totnes Pet & Garden, in order to support local economy – need to check with them first whether have equipment in or can order it for us. I have BTCV catalogue and will pass to Jill)

### **10) AOB**

None

### **11) Next Meeting**

2.30pm, Monday 10<sup>th</sup> January, 2011.

(Jill to book room)

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