

MARESFIELD CONSERVATION GROUP
Minutes of Meeting of the Executive Committee 4th September 2019
Held at 7.30pm at Newnham Cottage

Present

Dick Thompson, President [DT]

Pat Palmer, Chairman [PP]

John Smith, Treasurer [JS]

Stan Sadowski, Membership Secretary [SS]

Rob Penfold (RP)

Alex Clarke, Member [AC]

Jacqui Royal, Member [JR]

1. Apologies

Ian Shaw, Member [IS]

2. Declarations of Conflict of Interest

There were no declarations of a conflict of interest.

3. Approval of Minutes of 10th July 2019

The Minutes were proposed by RP, seconded by JS and unanimously approved.

4. Matters Arising

4.1 Historical Society: RP would like MCG to forge closer links with the Historical Society.

AP1: SS will speak to them at their next business meeting.

4.3 Benches at Bonners

Three of the four agreed wooden benches have now been repaired and repainted and returned to the school leaving just one (which has been collected and sanded prior to painting) to be refurbished before returning to the school – estimated Wednesday 12th September.

PP has spoken to Toni Birkbeck and we have now received a copy of part of Bonners most recent Newsletter where it thanks the MCG for work done on wooden benches and for the donation covering the cost of three new recycled plastic benches. There are also coloured photographs of the children enjoying these facilities.

With regards to the recent fundraising appeal in Waitrose requesting funds for picnic benches (amongst other things). This was applied for by the PTA and Toni was unaware of the wording. Also, applications can take up to a year, or longer, before the appeal appears in the store.

Toni is intending to join the MCG in the future. She has also suggested that we email her a MCG Application Form which she will send out to all the parents on her mailing list at Bonners.

AP3: PP to email Toni an application form.

11.6 AOB

Trees at the entrance to the Bowling Club hindering grass cutting – These are on ground of unknown ownership.

AP13: PP emailed Claire Goossens about ownership. Waiting to hear back.

Recreation ground – the small oak trees have been watered but there is no outside tap for this sort of thing. PP did speak to Rob Taylor who suggested that we should email Claire Goossens. This was done and will be on the agenda at the next recreation committee meeting.

AP14: PP waiting to hear the result.

Bulb Planting – Bluebells have been sourced by IS and he and JS will get together to arrange planting.
AP17: IS/JS later in the year.

MCG logo – IS suggested a plastic plaque of the MCG logo could be made for adding to completed projects such as the fences, benches and planters.

AP18: Estimate obtained by AC for 100 plastic plaque at a cost of approx. £400. It was agreed that a revised size of plaque containing a coloured MCG logo and lettering should be presented at the next meeting for further consideration. AC to report back at next meeting.

5. Treasurer's Report

JS provided details of the annual income and expenditure to date together with details of the bank balances.

JS reported that premium bonds have to be purchased by individuals.

£6,000 has now been transferred from MCG current account into an existing savings account which will attract further interest. This account can be accessed at any time.

A Grant Application Form for this financial year has been completed and delivered to the Parish Council for their consideration.

6. Website and Membership Update

SS reported the website continues to be visited regularly which is very encouraging. SS is currently working on adding a page highlighting the history of the village and maybe a guide to "A Walk around Maresfield".

SS confirmed that he is now the webmaster of the MCG website having taken over from Gemma Hallin and that future invoices from WIX.com will be addressed to SS. All other invoice costs will be addressed to the treasurer.

SS requested that all committee members regularly continue visit the website and to report back to him with any comments or suggestions.

There are still approximately 40 membership subscriptions still outstanding for this current financial year.

AP1: SS to report back at next meeting re: new pages on history etc.

AP2: SS to encourage those collectors with outstanding subscriptions to complete ASAP

7. Victorian Lamps and Churchyard Gate Update

IS has informed us that work is due to begin on the lamp situated at the recreation ground during the second week in September. The blacksmith and electrician are co-ordinating this work.

It was previously agreed that we should approach a garden solar installation company to give us suggestions regarding the power required for the lamp situated at the church. However, it has now been agreed, that with help from Rob Taylor, we will not need to involve an outside company

AP2: IS will continue to liaise with Rob Taylor.

IS has reported that he has received a quote for the work needed to restore and repair the wrought iron churchyard gate (situated opposite the church car park). This will entail more work than had been thought to bring it back to its original condition, the quote being approx. £2,000. However, this gate is of historical interest being linked to the military presence in Maresfield Park during both World Wars so we will be considering this project more fully at our next meeting.

AP3: PP to include on agenda.

8. Church Notice Board Update

RP reported that this had now been cleared of all the Ivy and the centre piece has been replaced with marine ply and treated with wood preserver.

RP suggests that the Lynchgate also needs stripping of Ivy and then treated with a wood preserver. The committee agreed.

AP4: RP to report back at the next meeting.

9. Data Protection for Community Groups

PP handed out suggested revised copies of the General Data Protection Consent Form (for current members), Membership Application Form and Gift Aid Declaration Form. Some amendments were agreed on all forms, plus a suggestion that all three forms should be combined into just one form. This would mean just one form and result in less paperwork and make it easier to gather all the information required on one form for any new people wishing to join as a member.

AP5: PP to email amended forms to committee members for approval.

AP6: SS Upon approval to delete old forms from the website and replace with new revised forms.

10. Christmas Lights

PP proposed that the MCG buy some new Christmas lights to replace the old warm white bulbs used by the church to decorate the churchyard. The cost for 80 metres of bright white lights (as used to decorate the Christmas Tree) including 2 power supplies and 40 metres of extension would be approximately £240. Bearing in mind that the MCG may have to replace some of our own lights this year as well as a new tree topper this was rejected.

RP had a meeting with Angie Welton prior to this committee meeting and will be discussing the outcome and proposals with PP and will report back at our next committee meeting in October.

AP7: RP and PP to arrange a meeting.

AP8: PP to get quote for PA system and speak to owners of The Lodge (if possible).

11. Village Clean Up Day

Saturday 12th October. Sheila Cummings has kindly offered to co-ordinate this event again.

Sheila confirmed by email that she has 5 Hi Viz jackets. DT has 6, Committee members have 7 and JS has 5 yellow, used by footpaths group, plus 4 green (Committee) jackets.

Sheila has 18 litter pickers, DT has 2 and RP has 1.

AP7: All to ensure these are available on clean-up day.

12. AOB

12.1 Pinch Point at Bottom of School Hill – The committee feels that this is a potential hazard and an accident waiting to happen. It was agreed that the MCG should contact ESCC with their concerns.

AP8: PP to contact/email ESCC

AP9: JS to liaise with PP regarding wording.

12.2 School Hill Fence – having received a further complaint from a resident about the continued state of disrepair JS will once again be contacting the Highways Department asking for their comments.

AP10: JS to contact Highways Dept.

12.3 Date for Special Meeting – Constitution – Wednesday 23rd October 2019

AP11: DT to contact PP to confirm.

12.4 Equipment, Footpaths Group – IS reported they need a new heavy duty Trimmer and Hedge Cutter – at approx. cost of £270 each. This was agreed unanimously.

12.5 October Newsletter – needs to be with printers by mid-October at the latest.

AP12: PP and AC to liaise on PDF format.

12.6 Events to encourage new/younger members – all agreed to c/fwd to next meeting.

AP13: PP to include on October agenda.

12.7 Royal Signals Anniversary Celebrations – it has now been confirmed by Angie Welton that the Royal Signals are fully committed and will not have time to participate in any other celebrations in 2020.

12.8 Minute Secretary – AC is unable to act as minute taker for the foreseeable future due to family commitments. Despite advertising in Parish News and Notice Board we have had no replies. PP will take and produce the minutes with assistance from JS. However, this is not ideal long term.

AP14: All committee members to ask around to see if we can find anyone to help.

12.9 Bulb Planting – The procuring and arrangements for planting bulbs around the village will be discussed at the next meeting. Planting should be carried out in late October/early November.

AP15: PP to include on agenda.

12.10 Forthcoming Dates – Village Clean-up Day - Saturday 12th October
Christmas tree lighting – Saturday 7th December
Winter Supper – Saturday 11th January 2020
Quiz Night – Saturday 14th March 2020

13. Date of Next Meeting – Wednesday 2nd October 2019

Meeting closed at 9.35pm.