

Minutes of Parkend Community Orchard (PCO) Meeting held at the Woodman Gazebo, Parkend on Wednesday 7th September 2022 @6.30pm

1 Welcome and Introductions – Ann Linden

2 Present

Ann Linden (acting chair), Nikki Rudge (minutes), Tamsin Sagar (Forestry England-FE), Alan Grant (West Dean Parish Council - WDPC), Pete Sherrard-Smith, Martine Bewhay, Emma and Robert Bligh, Julia Caley, Dave Preest and Mark George

3 Apologies

Elaine Highfield, Ann Harris, Lisa Longmore

4 Latest News

Booksale

Recent booksale raised £156.16 and online sales are continuing. Thank you and Well done everyone.

First Aid Box – has been provided. Thank You Tamsin. Tamsin explained that a trained First Aider needs to be present at each working party that the group undertakes. Tamsin, Laura and James have the qualification already and Tamsin has their certificates on file. Once the group is set up Forestry England will offer the opportunity for training to others. Any parents present at a working party are responsible for their children's safety.

5 Draft Constitution – considerable discussion ensued

As the word 'Orchard' implies a meadow beneath the tree canopy it was decided to use the existing title for the group. Need to keep the title short.

The project **is not a charity** so delete this word throughout the document – use '**group**' instead

//2 delete PCO as a space for community events sentence

//3.1 Alan will check if we are a **subcommittee** of WDPC and need to change wording to '**abide by the licence held by WDPC**'

// 3.3 change to 'can apply to become a **committee** member'

//3.4 no need to stipulate number of people on committee

Change to **social media** and communications secretary

Add **school liaison officer**

Tamsin suggested **a rolling rota** of committee officers ? annually?, so we can all do each other's jobs

People now need to think if they would be willing to hold an officer's position

?Officers to be elected annually ?

Minimum of 3 meetings a year

//4.1 Must be at least 65% of members present at AGM

//5 delete last sentence

//6 Add something about what happens if PCO should disband under the terms of the licence

(Should this situation arise Tamsin will find out what would happen to any money the group has)

Diversity statement needs to be included (or grant applications etc especially)

Tamsin and Pete will liaise and further amend the constitution which can then be signed electronically

6. Plans for fencing and access – again considerable discussion

There are to be 4 gravelled parking spaces adjacent to the access gate by the cattle grid. In addition we also have permission to use the parking area at the back of Forest New Life Church/ Baptist Chapel and Memorial Hall (all are owned by the Baptist Chapel)

Need to fundraise for the gravelled parking spaces

Nikki will ask Eric Pritchard for advice and Tamsin will also obtain quotes

Forestry England have agreed to provide a new pedestrian gate next to the cattle grid and a new gate to replace the dilapidated access gate in to Nagshead. A vote was taken and went against the replacement gate which had also been offered for access to the road behind Hughes Terrace.

A grant for the fencing of the field has been obtained and this should be undertaken fairly soon. Tamsin will walk the fenceline of the field and then give us an up to date map to share with the fencing contractor.

7. Any Other Business

Provision of a Bench- this has to be in accordance with Forestry England Guidelines. Nikki would like to purchase a Memorial Bench in the meadow for her deceased parents and will liaise with Tamsin regarding this

Many members present would like to meet with an Orchard Expert - as has been previously suggested by Ann Harris

Several members would also like to visit Colwall Meadow and Orchard as suggested by Tamsin and hopefully to be arrange to take place in October.

Date of next meeting – To be Confirmed

Tamsin's working days – Wednesday / Thursday

8. Close

There being no further AOB the meeting closed at 7.45pm