



# Banstead Village in Bloom Executive Meeting notes 8/06/2020

Executive meeting notes are circulated to all nominated members of the BViB Council.

<b>Present by Zoom</b> <b>David Martin (Chairman) [DM]</b> <b>Lynne Hack (Secretary) &amp; Advice on Council Matters [LH]</b> <b>John Hayns (Treasurer) [JH]</b> <b>Marion Hayns Sponsorship and Fundraising [MH]</b> <b>Kerry Garner Volunteers and Media [KG]</b>		<b>Apologies</b> <a href="#">RBBC representatives have an open invitation to attend Executive Meetings or provide an email update</a>
Agenda Item	Decisions	Action by:
1. Welcome		
2. Apologies		
3. AGM	<b>In November at the Community Hall, or by Zoom dependent on prevailing conditions. Date to be set.</b> Draft Agenda –agreed <ul style="list-style-type: none"> <li>i. Annual Review of Work – <b>David (15 Mins)</b></li> <li>ii. Presentation of Amended Constitution – <b>David (5 Mins)</b></li> <li>iii. Annual Accounts – John <b>(5 Mins)</b></li> <li>iv. Fundraising, Sponsorship and Donations – Marion <b>(5/10Mins)</b></li> <li>v. Communications &amp; Publicity; and Volunteers – Kerry <b>(5/10Mins)</b></li> <li>vi. Questions to Executive <b>(20 Mins)</b></li> </ul>	DM
4. Current Financial Position	A balance of £4800 of which £1000 is CIL money and £1000 is committed Specsavers money. No income during the period.	
5. Budget	The Budget year will run from September 1 <sup>st</sup> to August 31 <sup>st</sup> .  <b>Capital Budget:</b> Traffic Cones, <i>spent</i> : <span style="float: right;">£41.99</span> Tools Watering Cans: Hoses Trolley for watering, <i>allocated</i> : <span style="float: right;">£150</span>  <b>Maintenance Budget:</b> <ul style="list-style-type: none"> <li>• Planters in the High Street; <span style="float: right;">Budget £150</span></li> <li>• Flower beds at the Memorial Roundabout; <span style="float: right;">Budget £300</span> <ul style="list-style-type: none"> <li>Spent <span style="float: right;">£300</span></li> <li>Remaining Budget <span style="float: right;">£0</span></li> </ul> </li> <li>• 12 Wheel barrows at both roundabouts; <span style="float: right;">Budget £300</span> <ul style="list-style-type: none"> <li>Spent <span style="float: right;">£263</span></li> <li>Remaining Budget <span style="float: right;">£ 37</span></li> </ul> </li> <li>• Library Gardens; To be dealt with Budget within of CIL bid, because</li> </ul>	

	<p>the grinding out will lead to plant (Shrubs in Autumn) replacements and soil enrichment.</p> <ul style="list-style-type: none"> <li>All Saints Churchyard and Orchard; Budget £60 Spent £25 Remaining Budget £35</li> <li>Waitrose Bed; Budget £100 Spent £50 Remaining Budget £50</li> <li>Wildlife Bank; Paid by Volunteer - Budget removed for this year Budget £00</li> </ul>	
6. C.I.L. Bid	<p><b>a. Overall £12,150</b></p> <ul style="list-style-type: none"> <li>CIL Team – processing and coordinating with Green Spaces and SCC</li> </ul> <p><b>b. Planters £5,000 – received – spent £5,250. <i>Overspent - £250</i></b></p> <p>Delivery expected second week in June.</p> <p><i>Need to ask Workmen to move Waitrose planter forward.</i></p> <p><i>Update 9.6.20. – Foremen indicated that work could go on for 6/8 Weeks, however, he has said to go ahead and position the planters, workers will either move the planters – to do the work or work around them.</i></p> <ul style="list-style-type: none"> <li>6 Watering cans purchased for the shops nearest the new planters to keep them watered, from general funds. Authorised 8.6.20. £ ? awaits amount – Authorised 8.6.20</li> <li>Compost/Soil purchase £100 – Authorised 8.6.20</li> <li>Plant Purchase £300 approx– Authorised 8.6.20</li> <li>Over spend against this CIL Budget to be dealt with in the first instance by virement from other CIL Budgets if agreed or from Main Funds.</li> <li>Confirmed Positions are: <ol style="list-style-type: none"> <li>Opposite the alleyway alongside 165 Café - in line with the edge of the bollards closest to the shop fronts</li> <li>Opposite 157 Banstead Opticians - in line with the edge of the bollards closest to the shop fronts. In front of the missing bollard.</li> <li>Opposite 149/7 Cook - in line with the edge of the bollards closest to the shop fronts. Mid way between the bollard's bollard.</li> <li>Opposite 87 Boots - in line with the edge of the bollards closest to the shop fronts. Mid way between the bollard's bollard and a point roughly central to the shop front.</li> <li>Outside 71A/73A Flats entrance - to the East side - aligned with the edge of the Telephone Box and Council Bin closest to the shops</li> <li>Outside 17 Banstead Fruiterers – in line with the edge of the street furniture closest to the shop fronts. – double yellow line at this point. <ul style="list-style-type: none"> <li>Safety Assessment for 4 planters at Pelican Crossing to be progressed. – Request made – await follow up when we are ready.</li> <li>Preparations for receipt of planters. Positions to be marked – with Terry.</li> <li>Rubble has been acquired from volunteers</li> </ul> </li> </ol> </li> </ul>	<p>DM</p> <p>LH DM</p> <p>MH KG MH/KG DM</p> <p>DM KG</p>

	<ul style="list-style-type: none"> <li>Planting scheme to be designed</li> </ul> <p><b>c. Sensory Garden £2,500 – Awaits authorisation by CIL plus £1,000 Received – Specsavers -</b></p> <ul style="list-style-type: none"> <li>Planting plan and designed by consultant – nominal fee of <a href="#">£100 approved 8.6.20</a></li> <li>Plans to be agreed by R&amp;B Green Spaces – Awaits</li> </ul> <p><b>d. Table 6 tables with 24 Chairs and Litter Bins £1,900 – Awaits Authorisation by CIL</b></p> <ul style="list-style-type: none"> <li>Need to be agreed by R&amp;B Green Spaces</li> <li>Design as in Redhill Memorial park – supplier to be identified</li> <li>Umbrellas to match from same supplier.</li> </ul> <p><b>e. Sleeper Beds £1,750 – Awaits Authorisation by CIL -</b></p> <ul style="list-style-type: none"> <li>Likely to delay commencement of the work until Autumn</li> <li>Plan of planting to be prepared, and sent to DM</li> <li>Need to be agreed by R&amp;B Green Spaces</li> <li>SCC Traffic regulations resolved.</li> <li>Work will be done by BViB</li> </ul> <p><b>f. Grinding Tree Stump – Library £1,000 – Monies Received</b></p> <ul style="list-style-type: none"> <li>Agreed by SCC Green Spaces and funds released.</li> <li>Grinding has been completed - <a href="#">spent £300</a></li> <li>Soil improvement, Planting and Replanting to be progressed.</li> <li>Spent - <a href="#">Soil £100 Approved 8.6.20</a></li> </ul>	<p>KG/MH</p> <p>DM</p> <p>KG</p> <p>DM</p> <p>DM LH MH</p> <p>KG DM DM</p>
<b>7. 2021 Village Day July.</b>	<ol style="list-style-type: none"> <li>Investigating the idea of a 'Chelsea Flower Show' type mini gardens in parts of the high street – sponsored and planted by companies or individuals. In collaboration with BBG.</li> <li>The wheelbarrows will continue to planted in the spring and autumn. Until the Schools and other sponsors are able to care for them BViB will look after them.</li> </ol>	<p>KG</p> <p>MH</p>
<b>8. Maintenance and Provisional Priorities</b>	<ol style="list-style-type: none"> <li>Continue Fundraising, Funding Bids and sponsorship developments. The Quiz night is postponed until February.</li> <li>Continue increasing Community Profile and the development of Volunteers</li> <li>Maintenance of current developments – including year-round aspects: <ul style="list-style-type: none"> <li>Planters in the High Street; Budget £150</li> <li>Flower beds at the Memorial Roundabout; Budget £300  <a href="#">Spend on Bulbs in November</a> £200  <a href="#">Spend on Mulch</a> £100  <a href="#">Remaining Budget</a> £0</li> <li>12 Wheel barrows at both roundabouts; Budget £300  <a href="#">Spend on Plants last autumn</a> £150  <a href="#">Spend on Plants in spring</a> £113</li> </ul> </li> </ol>	<p>DM &amp; MH</p> <p>KG</p> <p>SM</p> <p>Friday Team</p> <p>MH</p>

	<p><b>Remaining Budget</b> £ 37</p> <p>Topsoil required.</p> <ul style="list-style-type: none"> <li>Library Gardens; Budget currently part of CIL bid.</li> <li>All Saints Churchyard and Orchard; Budget £60  <b>Spent on seeds</b> £25  <b>Remaining Budget</b> £35</li> <li>Waitrose Bed; Budget £100  <b>Spend on Bulbs in November</b> £50  <b>Remaining Budget</b> £50</li> <li>Wildlife Bank; Budget £00  Completed by volunteer – Budget removed for this year</li> <li>Litter picking;</li> <li>Community Hall Roundabout</li> <li>Community Hall Beds</li> </ul> <p>4. The Maintenance budget for the Wheelbarrows will temporarily increased to £300 whilst the schools are unable to take care of them. The Wheelbarrows by the Library have been repainted, and are being replanted where necessary.</p>	<p><b>Friday Group</b></p> <p><b>Friday Group</b></p> <p><b>Friday Group</b></p> <p><b>KG Flower Club BHS</b></p> <p><b>KG &amp; MH</b></p> <p><b>MH, KG</b></p>
<b>9. Council Meeting</b>	A meeting of the Council will be called in November, to present the revised constitution.	
<b>10. AOB</b>	<ul style="list-style-type: none"> <li>A Water Bowser was borrowed and trialled, but found to be too cumbersome.</li> <li>A Wheelbarrow bag was trialled, but found to be too fragile.</li> <li>A Trolley was found to be suitable for the volunteers to use for watering and will be purchased from general funds <b>£150 authorised 8.6.20</b></li> <li>The Woolpack have agreed to us using their taps.</li> <li>Hoses have been bought for watering in the high street from general funds <b>£ ? Awaits amount Authorised 8.6.20.</b></li> <li>Tesco plastic bags scheme – The executive will consider a proposal to submit next year.</li> </ul>	<p><b>KG</b></p> <p><b>MH</b></p>
<b>11. Next Meeting</b>	Monday 6 <sup>th</sup> July at 2pm , by Zoom	

#### Dates of Future Meetings

#### Executive Committee

##### **Next meetings:**

Monday 6<sup>th</sup> July 2pm

Thursday

**AGM** includes Executive, Volunteers, Sponsors and Supporters – **KG** to invite all volunteers.

November. Banstead Community Hall.

#### Volunteer Working parties

Fridays 09:30 continued work at All Saints' church

Mondays 09:30 Litter picking - place to be advised