



# Banstead Village in Bloom Executive Meeting Notes

## 17/08/2021

Executive meeting notes are posted on the BVIB Website.

<p><b>Present</b>  <b>David Martin (Chair)</b>  <b>Lynne Hack (Secretary)</b> &amp; Advice on Council Matters  <b>Marion Hayns</b> Sponsorship and Fundraising  <b>Kerry Garner</b> Volunteers and Media  <b>Sally Hale</b></p>	<p><b>Apologies</b>  <b>John Hayns (Treasurer)</b>  <b>RBBC representatives have an open invitation to attend Executive Meetings or provide an email update</b></p>	
Agenda Item	Decisions	Action by:
<p><b>1. Welcome and Apologies</b></p>	<p>The Committee recorded thanks to Kerry for keeping the show on the road whilst she has been incapacitated.</p>	
<p><b>2. Current Financial Position</b></p>	<p>The Treasurer's spread-sheet forms part of the record of the meeting.</p> <p><b>Summary.</b></p> <ul style="list-style-type: none"> <li>• £6,954 in account – taking out ring-fenced expenditure and the minimum reserve – we have £3,651 available to spend.</li> <li>• David and John are working on an expanded Excel Sheet to cover the various element of the several CIL Bids and the virement issues. It is expected that this Excel sheet, which will complement the overview already produced, will inform Executive Members of the current financial position regarding all of the elements of our work. In addition, we will use this Excel sheet to account for the monies with the CIL Team. When ready, I will offer to the CIL Team an opportunity to meet face to face with our Excel Sheet and Financial Books, so that they are reassured regarding our excellent accounting practices.</li> </ul>	<p><b>David and John</b></p>
<p><b>3. SENSORY GARDEN</b></p>	<p><b><u>CIL -Sensory Garden £2,500 + £1,000 Specsavers = £3,500</u> -managed by Kerry</b></p> <ol style="list-style-type: none"> <li>a. Current spend = £2,269 – leaving £1,231</li> <li>b. Path, seat, and initial planting complete and beginning to establish. Some damage to lavender to be rectified.</li> <li>c. Mosaic and pebble base in front of water fountain waiting for wall to be stabilised.</li> <li>d. David to email Michael Hill regarding             <ol style="list-style-type: none"> <li>1. The water fountain – switching on?</li> <li>2. The Wall – condition and anticipated work</li> <li>3. Crocuses Rotary and BVIB – Permissions</li> <li>4. Additional Wheelbarrows – Permissions</li> <li>5. Sight Lines on large Roundabout at Sutton Lane</li> </ol> </li> <li>e. David to speak with Seamus – regarding design for wall</li> </ol>	<p><b>David</b></p> <p><b>David</b> <b>David</b></p>

<p><b>4. CIL VIRMENT FUND</b></p>	<p><b><u>CIL Virement Fund £ 441 remains</u></b> - Managed by <b>David</b></p> <ul style="list-style-type: none"> <li>a. All under and over spends on the Original CIL Bid (X4) have been moved to this Fund.</li> <li>b. All monies, aligned to this fund, will be authorised by David</li> <li>c. The current '<b>Welcome to Banstead</b>' Flower bed has been completed, and has had over 8,000 views on our Facebook page. It has received huge positive response.</li> <li>d. David will decide where the costs will be aligned, when the new Excel sheet, mentioned above, is complete.</li> </ul>	<p><b>David</b></p>
<p><b>5. CIL MAINTAINANCE FUND</b></p>	<p><b><u>CIL - Maintenance Fund £2,500</u></b> - Managed by Kerry</p> <ul style="list-style-type: none"> <li>a. All subsequent and ongoing maintenance costs will be aligned to this Fund - authorised by Kerry</li> <li>b. All monies spent on maintenance in 2021 will be aligned to this account</li> <li>c. <b>Waitrose beds</b>; money for upkeep will be sought from Waitrose</li> <li>d. <b>Crocus beds</b> new Crocuses orange – to be purchased by Kerry to be interspersed between the wheelbarrows. – Additional Purple being done by Rotary/BHS in October/November.</li> <li>e. <b>Additional Daffodil Planting</b> More Daffodils will be purchased by Kerry and planted around road signs, and on the verge between the War Memorial and Sutton Lane Roundabout.</li> <li>f. <b>Banstead Sign</b> – Banstead Prep will be planting around the Banstead sign in Sutton Lane.</li> <li>g. <b>Library and beds.</b> Winter infill to be considered.</li> </ul>	<p><b>David</b></p> <p><b>Sally / David</b></p> <p><b>Kerry / Sally</b></p> <p><b>Kerry</b></p>
<p><b>6. CIL OTHER PROJECTS</b></p>	<p><b><u>CIL - Other Projects Funds £2,500.</u></b> (Monies Authorised awaits arrival in account – David to chase up) - Managed by David</p> <ul style="list-style-type: none"> <li>h. Projects authorised by the Executive Committee will be aligned to this fund.</li> <li>i. Currently - the development of the brick bed outside Cheyne Court - Memorial Roundabout - '<b>Cheyne Court/Memorial Roundabout Bed.</b></li> <li>j. Sally to develop proposals for future planting of the '<b>Welcome to Banstead</b>' Flower bed – giving consideration to the Jubilee next summer.</li> <li>k. Consult the RBL re a possible CIL bid to enhance the area around the War Memorial, including upkeep by children.</li> </ul>	<p><b>David</b></p> <p><b>Sally</b></p> <p><b>Kerry</b></p>

<p><b>7. 2021/2 Village Day</b></p>	<p><b><u>Village Day – David</u></b></p> <ul style="list-style-type: none"> <li>• General consensus was that this year’s Village Day was a success</li> <li>• Orchard Booked for 2<sup>nd</sup> July 2022 for the Village Fair, by Rotary and decision regarding Village Day 22 as a whole continue.</li> <li>• David is co-ordinating a link up with the Business Guild and Rotary.</li> </ul>	
<p><b>8. Fundraising and Communication</b></p>	<ol style="list-style-type: none"> <li>1. <b><u>Quiz Night. – David and Marion</u></b> <ul style="list-style-type: none"> <li>• Will be on Saturday 25<sup>th</sup> September, at the Community Hall.</li> <li>• There will not be a Raffle</li> <li>• Tickets will be £12 per person</li> <li>• Tables of 8 only. 14 tables. = 112 people.</li> <li>• Posters</li> <li>• Prizes for the winners table will be procured.</li> <li>• Plenty of food will be provided, and apportioned to tables.</li> <li>• Table decorations will be provided</li> <li>• Donation Box at entrance/exit.</li> </ul> </li> <li>2. <b><u>Wheelbarrows</u></b> <ul style="list-style-type: none"> <li>• We will look to refresh the contracts with the companies sponsoring the wheelbarrows. Refreshing the signage and annual maintenance charges. To be finalised at the next meeting.</li> </ul> </li> <li>3. <b><u>Charity Christmas Fair.</u></b> Saturday 2nd October. - <b>Marion and Lynne</b> <ul style="list-style-type: none"> <li>• We will take a table at the fair this year.</li> <li>• Lynne is making Lavender Bags; Kerry is organising new photos for cards. It is hoped to have some planters for sale.</li> </ul> </li> </ol>	<p>All</p> <p>Marion</p> <p>Kerry David David</p> <p>Kerry/Sally</p> <p>Lynne</p>
<p><b>9. Review of Donations Policy</b></p>	<p>We want to consider how we deal with donations, so everyone is asked to e-mail David with our suggestions, and he will draw them together to consider at the next meeting.</p>	<p>All to send to David</p>
<p><b>10. Refurbishment of Lady Neville Playground.</b></p>	<p><b><u>Refurbishment of Lady Neville Playground – Marion</u></b></p> <ul style="list-style-type: none"> <li>• Prepared strips on Chucks Meadow are for a wildflower path, but have been cleared with weed-killer, so will need to recover.</li> <li>• The old shrub bed has been re-instated.</li> <li>• Two tennis courts are to be cleaned and re-fenced.</li> <li>• The third tennis court is to be used for a scooter park, hoping to be done by Easter 2022.</li> <li>• 2 raised beds have been installed and look good.</li> <li>• New play equipment will be installed at a later date.</li> <li>• BVIB working together with Cllr Nadean Moses on this</li> </ul>	
<p><b>11. AOB</b></p>	<ul style="list-style-type: none"> <li>• Wooden Bus Shelters in High Street are going to be renewed at a cost of £18,000 each.</li> <li>• <b><u>New wheelbarrows</u></b> are going to be made in October.</li> </ul>	<p>Marion</p>

	<ul style="list-style-type: none"> <li>11<sup>th</sup> /12<sup>th</sup> June 2022 - <b>Open gardens event.</b> The Flower club will be celebrating their 65<sup>th</sup> anniversary at the Community Hall on these dates.</li> </ul>	<b>Kerry</b>
<b>12. Next Meeting</b>	Wednesday 15 <sup>th</sup> September 2pm – to focus of arrangements for the Quiz Night	

**Dates of Future Meetings**

**Executive Committee**

**Next meetings:**

Wednesday 15<sup>th</sup> September 2pm. At Marion and John's

**AGM** – 16<sup>th</sup> November

**Volunteer Working parties**

Fridays 09:30 continued work at All Saints' church

Mondays 09:30 Litter picking - place to be advised