



Banstead Village in Bloom Executive Meeting notes 5/10/2020

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

Present by Zoom David Martin (Chairman) [DM] Lynne Hack (Secretary) & Advice on Council Matters [LH] Marion Hayns Sponsorship and Fundraising [MH] Kerry Garner Volunteers and Media [KG] Sally Hale (SH)		Apologies John Hayns (Treasurer) [JH] RBBC representatives have an open invitation to attend Executive Meetings or provide an email update
Agenda Item	Decisions	Action by:
1. Welcome		
2. AGM	24th November 2pm. By Zoom. Agenda: <ul style="list-style-type: none"> i. Annual Review of Work – David (10 Mins) ii. Presentation of Amended Constitution – David (5 Mins) iii. Annual Accounts – John (5 Mins) iv. Fundraising, Sponsorship and Donations – Marion (5Mins) v. Communications & Publicity; and Volunteers – Kerry (5Mins) vi. Questions to Executive (20 Mins) <ul style="list-style-type: none"> • DM to prepare papers and outline of his presentation at I above; circulating same to Executive for information – Lynne and Kerry to circulate papers to invitees. 	DM/LH/KG
3. Current Financial Position	The Treasurers spread-sheet forms part of the record of the meeting. Summary. <ul style="list-style-type: none"> • We have had no income (except a Restricted Donation to carry out future work at All Saints). Our non CIL expenditure was £522 and clearly this gap would not be sustainable on a monthly basis. • Available to spend is £1170 with an additional £750 retained for essential spending due eg. annual insurance. • Decision – Maintenance budgets (Usually Set in September) to be set in January 2021– when the CIL Bid and the likelihood of the Quiz Night taking place are clearer. • Decision – All maintenance Budgets to be rolled into one and controlled by Kerry with immediate effect. • Decision – Kerry to construct/draft a Maintenance Budget for January to September 2021- for agreement by the Executive • Decision – If the costs of Maintenance is likely to exceed the single Maintenance Budget for this year - before January 2021 – Kerry to speak with David in first instance – decision on increases will be discussed and ratified by the Executive • DM – to prepare for a CIL Virement bid to recover any overspends from other underspends, particularly the ‘Planter’ overspends. 	DM JH KG KG KD/DM DM

<p>4. C.I.L. Bid</p>	<p>a. We have withdrawn the additional Planters bid and increased the put in a CIL bid for maintenance from £1,250 to £2,500.</p> <p>b. Planters – overspend £250 and Plants and Soil/Compost to be quantified.</p> <ul style="list-style-type: none"> ▪ These to be replanted in the autumn with sustainable bedding as previously agreed. <p>c. Sensory Garden:</p> <ul style="list-style-type: none"> • Updated plan sent to Greenspaces - awaiting agreement. DM to chase up and high light the urgent need the Bamboo removal needs to be done by RBBC. • Work will not begin on this until early spring. Soil very compacted there and the need employ someone to dig this over in preparation before the changes are effected. • The Refurbishment of Lady Neville Rec – dealt with at 8 below is noted. <p>d. Sleeper Beds.</p> <ul style="list-style-type: none"> • Soil and plants are now in place, and receiving good reviews from residents of Banstead. • 4,000 Crocus bulbs have been received and will be planted in the beds and in the grass in front of the brick bed commencing on 16th October. <p>e. Library and beds –</p> <ul style="list-style-type: none"> • Damaged wheelbarrow has been removed from roundabout and repaired – thanks to David. • To be reinstalled on library bed. Surrounding area to be mulched and replanted. • Planting will be done over next few weeks. 	<p>DM</p> <p>DM</p> <p>KG</p> <p>DM</p> <p>KG</p> <p>KG /DM</p> <p>DM</p> <p>DM/KG</p>
<p>5. July 2021 Village Day</p>	<p>Defer any decision until early in New Year.</p>	<p>All</p>
<p>6. Fundraising and Comms</p>	<p>1. Charity Christmas Fair Oct 3rd 0930-1300 Community Hall, Park Road</p> <ul style="list-style-type: none"> • A huge number of people came to thank us for the work we do and commented how lovely the high street is looking. • Our takings were £310, against costs of £235. A profit of £75 on the day, and all costs covered for future sales this year. • We sold lots of packs of cards, and a good number of individual cards. We still have several packs of cards to sell at Edibles, Sevenoaks, online, and at the Library if possible. • Janet’s beautiful winter pots have all gone. • The knitted baby clothes and hats did not prove very popular with the clientele. – Kerry will put them for sale on line. 	<p>LH</p> <p>KG</p> <p>KG</p> <p>KG</p>

	<ul style="list-style-type: none"> • The button Christmas decorations, were a huge success, and also made the stall look decorative. The few remaining will be advertised to sell online. • The calendars have all been sold. • We will consider taking a table at the fair next year. 	
7. Maintenance	<p>Maintenance of current developments – including year-round aspects.</p> <ul style="list-style-type: none"> • All Saints Churchyard and Orchard; <ul style="list-style-type: none"> ▪ Climbing Rose for the Garden of remembrance is being considered • Waitrose beds; <ul style="list-style-type: none"> ▪ Work being undertaken this week. • Litter picking; <ul style="list-style-type: none"> ▪ The group is now ‘back to normal’ on Mondays. • Community Hall Roundabout and Community Hall Beds; <ul style="list-style-type: none"> ▪ Horticultural Society and Flower Club. 	
8. Refurbishment of Lady Neville Playground.	<ul style="list-style-type: none"> • Marion has contacted head teachers of 3 local schools. Article inserted in weekly emails sent out to parents asking for ideas, suggestions and offers of expertise with regard to putting together a plan for the possible refurbishment of the Children’s Play area to include a redrawing of the boundaries there. • Have had good feedback with several parents offering help. • Also contacted RHS for possible help and advice (included with our insurance) • BViB working together with Cllr Nadean Moses on this. When plans firmed up to be submitted to Cllrs Mark Brunt and Natalie Bramhall – these will form the basis of a CIL bid. • BVRA have expressed a desire to be involved with us in this. • Further fund-raising ideas to be considered in the New Year together with the support of Pistachios. 	MH
9. AOB	<ul style="list-style-type: none"> • We continue to have problems with access to water for the planting in the High Street. • Ken Gulati is pushing for an outside tap to be installed at the Library. • An outside tap is to be installed at the side of the new toilet block in the car park, in the next month. • It was agreed that a Maintenance planning subcommittee be recognised and headed up by Kerry so as to offer her ongoing support in joint decision making. • Kerry is producing a list of new tools desired. This to be considered as part of a bid to Tesco’s bags of help scheme. • Pavement in Holly Lane. This was becoming so overgrown that it is deemed to constitute a danger to pedestrians who have to walk out into the busy road. Has been reported to the JET (Joint Enforcement Team) for action. Local ward Councillors will be contacted to ask for help in expediting this. 	DM LH KG KG LH SH
11. Next Meeting	AGM Monday 24 th November at 2pm, by Zoom	

Dates of Future Meetings

Executive Committee

Next meetings:

Monday 18th January 2pm.

AGM includes Executive, Volunteers, Sponsors and Supporters – **KG** to invite all volunteers.
November. 24th Banstead Community Hall. 2pm

Volunteer Working parties

Fridays 09:30 continued work at All Saints' church

Mondays 09:30 Litter picking - place to be advised