



# Banstead Village in Bloom Executive Meeting notes 6/07/2020

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

<p><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>Sally Hale Long established volunteer [SH]</b></p>	<p><b>Apologies</b>  RBBC representatives have an open invitation to attend Executive Meetings or provide an email update</p>	
Agenda Item	Decisions	Action by:
1. Welcome	Sally Hale was welcomed to the committee.	
2. Apologies		
3. AGM	<p><b>16<sup>th</sup> November 2pm.</b>  <b>At the Community Hall, or by Zoom dependent on prevailing conditions.</b>  To provisionally book hall  Agenda:</p> <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 – <b>John (5 Mins)</b></li> <li>iv. Fundraising, Sponsorship and Donations – <b>Marion (5/10Mins)</b></li> <li>v. Communications &amp; Publicity; and Volunteers – <b>Kerry (5/10Mins)</b></li> <li>vi. Questions to Executive (<b>20 Mins</b>)</li> </ul>	<p><b>DM</b>  <b>MH</b></p>
4. Current Financial Position	<p>The spread sheet produced by John was discussed and unanimously the committee wished to record their thanks for an excellent and informative piece of work. It was agreed that the spread sheet would be used to inform finances at each meeting.</p> <p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▪ Available to spend £2,137</li> <li>▪ It was agreed that we would keep a contingency of £750</li> <li>▪ Therefore £1,387 is available to spend.</li> <li>▪ 23/03/2020 - Sign £78 to other expenses</li> </ul> <p>David to discuss with John where best to show the additional allocations set out in 9. Maintenance and overspend on New Planters within CIL.</p>	<p><b>DM</b></p>
5. Budget	<p>The Budget year runs from September 1<sup>st</sup> to August 31<sup>st</sup>.  The detailed budget is on the spread sheet previously circulated.</p>	
6. C.I.L. Bid	<ul style="list-style-type: none"> <li>a. <b>Overall, £12,150</b> <ul style="list-style-type: none"> <li>▪ CIL Team – processing and coordinating with Green Spaces and SCC</li> </ul> </li> <li>b. <b>Planters, £5,000- received Overspend currently by £464.96</b> <ul style="list-style-type: none"> <li>▪ All in position as agreed 4.7.20.</li> </ul> </li> </ul>	<p><b>DM</b>  <b>DM</b></p>

	<ul style="list-style-type: none"> <li>▪ We will put in another bid for next year for another 6 planters – positions already agreed, with a need for a safety audit to be factored in.</li> </ul> <p><b>c. Sensory Garden £2,500 – Not yet received plus £1,000 from Specsavers</b></p> <ul style="list-style-type: none"> <li>▪ Planting plan designed by consultant.</li> <li>▪ Cost of plants to be estimated</li> <li>▪ Plans to be agreed by R&amp;B Green Spaces awaits response. DM to chase up.</li> </ul> <p><b>d. Table 6 tables with 24 Chairs and Litter Bins £1,900 – Not Yet Received.</b></p> <ul style="list-style-type: none"> <li>▪ Design as in Redhill Memorial park – supplier to be identified</li> <li>▪ Umbrellas to match from same supplier.</li> <li>▪ Marion to establish makers – visit to Priory Park</li> </ul> <p><b>e. Sleeper Beds.-£1,750- Not yet Received</b></p> <ul style="list-style-type: none"> <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 at Library and reinstatement of beds – £1,000 – Money received</b></p> <ul style="list-style-type: none"> <li>▪ Grinding complete</li> <li>▪ Soil improvement, Planting and Replanting to be progressed.</li> </ul>	<p><b>DM</b></p> <p><b>KG</b></p> <p><b>DM</b></p> <p><b>MH</b></p> <p><b>DM</b></p> <p><b>KG/SH</b></p>
<b>7. 2021 Village Day July.</b>	<ol style="list-style-type: none"> <li>1. 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>2. Other ideas being considered</li> </ol>	<p><b>KG</b></p> <p><b>All</b></p>
<b>8. Fundraising and Communications</b>	<ol style="list-style-type: none"> <li>1. Continue Fundraising, Funding Bids and sponsorship developments.</li> <li>2. The Quiz night is on March 6th. At the Community Hall.</li> <li>3. Notelets to be prepared for sale.</li> <li>4. Continue increasing Community Profile and the development of Volunteers</li> </ol>	<p><b>DM &amp; MH</b></p> <p><b>MH</b></p> <p><b>KG/LH</b></p> <p><b>All</b></p>
<b>9. Maintenance</b>	<p>Maintenance of current developments – including year-round aspects.</p> <ul style="list-style-type: none"> <li>• <b>Budget for soil enrichment – in all sites</b> allocated £200 - 6/7/20</li> <li>• <b>Planters Old and New in the High Street –</b> <ul style="list-style-type: none"> <li>▪ Winter planting allocated £400 – 6/7/20</li> <li>▪ DM to establish R&amp;BC Intentions for their planters this year £150 – 6/7/20</li> </ul> </li> <li>• <b>Bulb planting around village street signs</b> <i>allocated £50 – 6/7/20</i></li> <li>• <b>Flower beds at the Memorial Roundabout;</b> <ul style="list-style-type: none"> <li>▪ Maintenance continues</li> </ul> </li> <li>• <b>12 Wheel barrows at both roundabouts;</b> <ul style="list-style-type: none"> <li>▪ The wheelbarrows will continue to be planted in the spring and autumn. Until the Schools and other sponsors are able to care for them BViB will look after them.</li> </ul> </li> </ul>	<p><b>KG</b></p> <p><b>MH</b></p> <p><b>MH KG</b></p> <p><b>DM</b></p> <p><b>KG</b></p> <p><b>KG</b></p> <p><b>KG/MH</b></p>

	<ul style="list-style-type: none"> <li>▪ Decision on new wheelbarrow sponsors to be considered in December.</li> <li>• <b>Library Gardens;</b> <ul style="list-style-type: none"> <li>▪ Budget currently part of CIL bid.</li> </ul> </li> <li>• <b>All Saints Churchyard and Orchard;</b> <ul style="list-style-type: none"> <li>▪ Remaining Budget to be spent on seeds – 6/7/20</li> </ul> </li> <li>• <b>Waitrose Beds;</b> <ul style="list-style-type: none"> <li>▪ Remaining Budget £50</li> <li>▪ Maintenance continues</li> </ul> </li> <li>• <b>Wildlife Bank – All Saints;</b> <ul style="list-style-type: none"> <li>▪ Completed by volunteer – Budget removed this year</li> </ul> </li> <li>• <b>Litter picking;</b> <ul style="list-style-type: none"> <li>▪ Continues on an individual Basis</li> </ul> </li> <li>• <b>Community Hall Roundabout and Community Hall Beds</b> <ul style="list-style-type: none"> <li>▪ Horticultural Society and Flower Club dealing</li> </ul> </li> </ul>	
<b>10. Council Meeting</b>	A meeting of the Council will be held on 16 <sup>th</sup> November, to present the revised constitution.	
<b>11. AOB</b>	<ul style="list-style-type: none"> <li>• Tesco plastic bags scheme –submit next year.</li> <li>• 5000 crocus bulbs to be planted in front of the memorial bed.</li> <li>• 740 people follow us on Facebook.</li> </ul>	LH DM
<b>12. Next Meeting</b>	Monday 3 <sup>th</sup> August at 2pm, by Zoom	

#### Dates of Future Meetings

##### **Executive Committee**

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

Monday 3<sup>th</sup> August 2pm

Monday 7<sup>th</sup> September 2pm

Monday 5<sup>TH</sup> October 2pm.

**AGM** includes Executive, Volunteers, Sponsors and Supporters – **KG** to invite all volunteers.  
November. 16<sup>th</sup> 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

Wednesdays 9.30 ceased for this year