

**MINUTES OF YOXWOOD MEETING HELD AT KING'S HEAD PUB
ON WEDNESDAY 10th DECEMBER AT 7PM**

Attendance:

Jan Williams (Chair), Sally Barker (Secretary), Maria Humphrey, James Childs
Sam Cutler (School's Link) and Nick Prior

Apologies:

Nigel Kerridge (Vice Chair), Anne Gouge, Liz Morris, Alex Haslem, Hal Humphrey,

1. TIME FOR THE PUBLIC TO SPEAK

Two members present; Grenville Clarke and David Steel.

Grenville is from the Greenlight trust and kindly joined us to offer advice.

David lives in the village and joined us to offer his help putting up fences and planting trees. His support is greatly appreciated.

2. LEASE

The Lease is now completed. All invoices regarding this matter have been paid.

It was agreed that we would send a card and gift to Malcolm with a covering letter explaining that the Lease is now finalised.

3. INSURANCE

Insurance has been purchased from AON at a cost of £208.84. It currently covers Public Liability, Personal Accident, Money and Legal expenses. Sally noted that it covers a maximum of 30 Volunteers and that the Personal Accident only covers ages 12 –75. There was some concern that under twelve's were not covered and Sally has agreed to look into this.

4. ACCOUNTS

A copy of the Summary of Accounts and Budget was shown to the group.

In essence the Budget showed that there was enough money to proceed with fencing and gates, but not yet enough to purchase a shed and equipment. It was agreed to raise this money through grant applications.

Expenditure

Public Liability Insurance AON	£208.84
Solicitors Fees	£1202.88

Income

Ipswich Building Society	£220
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5. FUNDRAISING / GRANTS

A cheque has been received from Ipswich Building Society to sponsor a named bench.

Sally will apply to Adnams to try and raise the funds for the shed and equipment.

Jan pointed out that Adnams like to see photos, any evidence of funding already raised and detailed quotes.

Grenville suggested we try Grass Roots funding and will e-mail details.

O2 is also an option.

6. LAND MANAGEMENT

Grenville asked if we would be happy for Jen Broad from the Suffolk Bio Diversity Group to work with us. All agreed this was a good idea and Grenville will hand on Nick's phone number so that she can make contact.

Shed

It was agreed that we have a Wooden shed, about 10x 6, which will be placed near the River but respecting water authority limitations.

Equipment

It was decided that we would like a good quality Petrol Strimmer (poss. a Stihl) and a Wheeled Brushcutter. Sally and James agreed to research these and will visit Nelson Potter's and Thurlow Nunn. We will also require a wheelbarrow and rakes. James offered to provide some plastic sheeting and possibly some tree protectors.

Fencing and gate

Nick and Nigel will cost and research materials and equipment for fencing and pedestrian gate.

Tree planting

It was suggested and agreed that we buy and plant a Black Poplar to be planted at an inaugural event in January. Grenville suggested we might buy this from Botanica.

7. NEWS SHEET

Jan will update the Newsheet. To include: Lease update, Acknowledgements – Ipswich Building Society, Rae Leighton At Suffolk County Council and Yoxford open Gardens. Update website address. Work party launch on Jan 25th.

8. MANAGEMENT PLAN

Nigel unable to update as not able to attend. We believe this document is nearly finished and there is a working Health and Safety document in place.

OTHER

Event scheduled for Sunday January 25th at 11am. Work party including Village members to erect fencing and gate and to plant Black Poplar tree and Willows. Soup and refreshments to be provided. Make sure all interested parties are invited i.e. Macolm Purvis, Grenville Clarke and any funder's or Sponsors. Also to invite the press when the date is finalised.

9. ACKNOWLEDGEMENTS

Our thanks go to Sally Barker and Nigel Kerridge for all their work, especially in finalising the Lease.

Our thanks go to Ipswich Building Society for sponsorship of a named bench.

NEXT MEETING Wednesday 14th January at the Kings Head Pub, Yoxford 7pm

Sub Groups

(Grenville -advice)

- **Fundraising**

Sam Cutler
Maria Humphreys (Temp + Tutor)
Sally Barker (Temp + Tutor)

- **Publicity**

Jan Williams

- **Land Management**

Nick Prior
Nigel Kerridge

- **School Links**

Sam Cutler
Jan Williams