

TOWN & POORS CHARITY FIELD MINUTES of the Meeting on Thursday 21<sup>st</sup> April 2022 (following the Parish Council meeting)

Present: S Fane de Salis (Chairman), S Jackson-Rimmer, S Parfrey, W Burcham & S. Cardwell (Clerk)

1. Apologies for Absence- G Smith, R Johnson.
2. To approve Minutes of the Charity Meeting on 17<sup>th</sup> March 2022- Cllr W Burcham proposed signing and approval of the minutes as a true record of the meeting, seconded by Cllr S Parfrey and carried unanimously.
3. Matters Arising- none.
4. Finance:
  - 4.1 Charity accounts report:  
Balance at 30<sup>th</sup> March: £2415.05- (Charity cashbook circulated)- Clerk confirmed balance at 31<sup>st</sup> March was £2465.05. Cllr S Fane de Salis proposed approval of the year end reconciliation circulated; this was seconded by Cllr W Burcham and carried unanimously.
  - 4.2 Expenditure for approval 21<sup>st</sup> April 2022:  
WAVE water bill for the allotments site-£292.78- Cllr S Fane de Salis proposed payment of the bill, seconded by Cllr W Burcham and carried unanimously. It was agreed that payment should be withheld pending confirmation of whether the rates are being charged at business rates- Clerk to clarify with WAVE.
5. Update regarding the allotment site, Allotment Association and allotment usage- It was noted that there are some plots still being taken on by tenants.
6. Update regarding the Queen's Green Canopy Scheme- Cllr W Burcham updated the Council confirming approximately 76 saplings have now been planted. There were three natural gaps at the site and the elder, poplar and crab-apple trees were planted in those, with an additional hedge of dogrose. The blackthorn saplings were not planted.
7. To discuss the remainder of the field and potential costs for grassing the allotments- Cllr W Burcham informed the Council that she has approached three contractors about the work that would be required to grass the remainder of the field and they all agreed on the specification. It would need to be flat-lifted to break up the surface and improve winter drainage, then levelled and heavy-duty grass seed sown. September would be the optimum time to complete the work. It was agreed that ongoing considerations would be the bees, compost bins and ongoing grass-cutting costs but that positive feedback had been received about the possibility of grassing the area.  
Following discussions, it was agreed by the Council that grassing is required, and Cllr W Burcham was requested to source three quotes to complete the work in September 2022, which can be considered at the next meeting of the Parish Council.
8. Correspondence- Charity Commission Newsletter – March 2022 (circulated)- noted. Cllr S Fane de Salis informed the Council that a letter of complaint had been received following some unacceptable behaviour at the allotment site which resulted in police attending. A letter is to be circulated to all allotment holders by the Allotment Association regarding this matter. Additionally, beekeeping at the site is to be monitored
9. Date of the next Meeting – Thursday 19<sup>th</sup> May.

The meeting closed at 10.11pm.

Signed:

Chairman:

Date: