

Beverley Town Council
Beverley in Bloom Working Group
Wednesday 9th September 2015

Present: Liz Jones, Wendy Usher-Bacon, Linda Freeman, Margaret Martin, Harold Bottomley, Clive Waddington, Peter and Sue Dack, Christina Upton, Tony Ashby, Penny Lunch, Peter Tomkys, Mary Hutchinson and David Ryley.

In attendance – Carol Oliver (Deputy Town Clerk)

Mr Ryley chaired the meeting as Vice Chair in the absence of the Chair Councillor Peter Astell.

19. To receive apologies for absence

Apologies were received from Councillor P Astell and Councillor T Astell, John and Margaret Dunn, Mark Lynch and Jim Whitfield.

20. To note the minutes of the meeting on the 3rd June 2015

The minutes of the 3rd June 2015 were noted.

21. Matters Arising from the Minutes of the meeting on the 3rd June 2015

Two matters arising were raised:

Min 5 – the election of a secretary – no nominations were forthcoming and this is to be an Agenda item for the next meeting.

Min 12 - Mr Tomkys asked that it be recorded that the donation received from the Beverley Lions was specifically given to purchase a planter in memory of a past Lion Member and this was supported by the Chair of Beverley in Bloom at the time, Mr Whitfield. Mr Tomkys' comments were noted.

22. To note the minutes of the plant choosing meeting on the 3rd July 2015

The minutes of the plant choosing meeting on the 3rd July 2015 were noted.

23. Matters Arising from the Minutes of the meeting on the 3rd July 2015

Mr Ryley said that there is not a guarantee that any funding will be available from Tesco for the "Tesco triangle". Tesco would consider the proposal.

Mrs Jones asked who is the convenor and is this a new role. Mr Tomkys responded that he had called the meeting and the convenor referred to in the minutes was he.

24. To discuss the role of Coordinator

At this stage in the meeting, in the absence of Beverley in Bloom's Chairman (Councillor Peter Astell), Mr Tomkys reported he was aware that, after his resignation from the role of Beverley in Bloom's Coordinator, a meeting had taken place between Beverley in Bloom's Chairman, the Town Clerk and Beverley in Bloom member, Dr Clive Waddington to discuss the role of a Coordinator in Beverley in Bloom. Mr Tomkys told members that, in the resignation letter he had written to the Chairman, he had suggested that Dr Waddington should take over the role of Beverley in Bloom's Coordinator until Beverley in Bloom's elections at its AGM in June 2016. Dr Waddington confirmed to members he had taken part in that meeting.

A discussion then took place about the role of a Coordinator and all members present agreed that it is an important role because it involves a number of varying tasks which combine to ensure the effectiveness of Beverley in Bloom in the town including communicating with groups of members who look after Beverley in Bloom areas, organising the ordering and planting of winter and summer bedding and generally liaising with the Town Council.

Mary Hutchinson arrived at 1840.

A list of the members of the groups is to be sent by Mr Tomkys to Mr Waddington. A discussion took place whether this matter should be deferred until the next meeting when Councillor Astell should be in attendance. It was agreed that the role of Coordinator is a vital role and should not be left until the January meeting. Mr Tomkys proposed and Mrs Freeman seconded Mr Clive Waddington be appointed to the role of Coordinator until the Annual General Meeting in June 2016. All members present voted in favour of this.

Mr Ryley on behalf of the Group thanked Mr Tomkys for all his hard work whilst being the Coordinator of Beverley in Bloom. All members agreed. Mr Tomkys is to continue as a "hands on" worker.

The Deputy Town Clerk asked if all members were in agreement that she provides their contact details to Mr Waddington as the new Coordinator. She wished to ensure the Town Council complied with the Data Protection Act. All members agreed. The Deputy Town Clerk to provide the contact detail list to Mr Waddington. Mr Tomkys requested that Mr Marchant is removed from the list before sending to Mr Waddington which the Deputy Town Clerk agreed to do.

25. To receive and adopt the Beverley Town Council's Code for volunteers

Members considered the Code for Volunteers. Mr Tomkys said that he was waiting to hear from the Deputy Town Clerk when he can attend the office to look over the documents from 2002 when the Beverley in Bloom Group began working with the Town Council to find out what the Group owns, what the Group is doing and any written evidence of the links with the Town Council.

Mr Ryley asked that all members consider the Health & Safety of Volunteers and report their views to the Deputy Town Clerk in order a full discussion can be held at the next meeting.

26. To receive the Statement of Accounts

The Deputy Town Clerk reported there is £4195.80 as at the 5/9/15. Mr Ryley said the funds were healthy which is down to the Town Council's funding and the fund raising done under the leadership of Miss Lynch. Mr Ryley thanked the Town Council, Miss Lynch and her fund raising team.

Mr Waddington reported that he had been in attendance at the Yorkshire in Bloom ceremony and had seen galvanised steel boxes which had a Georgian look about them. Mr Tomkys is going to provide all the paperwork to Mr Waddington he has on the Georgian boxes to allow Mr Waddington to investigate and the costs and report back at the next meeting.

27. To receive reports

The two reports distributed with the Agenda were taken as read. Thanks were recorded to Miss Lynch and her fund raising team for their tombolas on the Wednesday Market. Miss Lynch thanked the Town Council for allowing Beverley in Bloom to have a stall at these markets. The last market takes place on 16th September.

Mr Waddington circulated the results from the Yorkshire in Bloom judging. A discussion took place about whether Beverley in Bloom should enter into the competition. However it was felt that this should be an Agenda item at the next meeting. Mr Waddington is to coordinate a meeting to enable members to meet to discuss the advantages and disadvantages of entering Yorkshire in Bloom before the next meeting in January where it can be fully discussed.

28. To discuss the purchase of identity badges and high vis vests and which members need which

It was agreed that some members do need badges and some do not. The badges are £4 each and are not transferrable. Some committee members need identity badges, i.e. Penny Lynch and Clive Waddington.

It was asked that when members are working around the town they wear their high vis vest. The issue is that when people leave Beverley in Bloom they keep their high vis vest. A suggestion was made that a charge is made for the high vis vest which is refunded when it is returned. Members did not like this idea as it would not encourage people to join the group. The group agreed that the high vis vest should say "Volunteer – Beverley in Bloom". All agreed that high vis vests would be purchased. Mr Waddington and Mr Tomkys are to ascertain how many high vis vests are needed and what sizes and to inform the Deputy Town Clerk who will place the order.

29. To discuss the arrangements for the Town Competition Awards Evening on the 17th September 2015 including an alternative signature for the Certificates

Margaret Martin reported that arrangements are all in place for the Awards Evening. The only issue is that they have been let down this week by the person doing the presentation. Mrs Usher-Bacon has approached Broken Blossom to ask if they could attend and what their charge would be. Mrs Usher-Bacon and Mr Waddington are to work together to find a suitable speaker for the Awards Evening.

Mr Ryley said that Tesco would sponsor the Community section give vouchers to the Gold Winners of the Community section. Mr Ryley will attend to present it on evening. A raffle will be held to assist in covering the cost of the room.

Mr Tomkys said that after the Awards Evening last year, he wrote to the winners and asked them to become Beverley in Beverley this year. This is to be repeated this year.

30. To discuss fund raising:

a) To discuss the purpose of fund raising – what will the money be used for?

Mrs Jones asked what the purpose of the fund raising is. Mr Ryley reported that the Town Council finances Beverley in Bloom and fund raising is for specific initiatives. Mrs Usher Bacon said that some grant providers require matched funding.

b) That Beverley in Bloom members regularly take tombola prizes to all meetings and to the collection box which is available in the Town Council office Tuesday to Thursday from 10.00 am to 12.00 pm so that a stock of tombola prizes can be built up

Mr Ryley said that he thought members give of their time freely both to committee meetings and planting/maintaining their areas. He suggested that businesses are written to asking for raffle prizes indicating raising funds for specific projects. Mr Tomkys reported he had written to businesses and had no response. Miss Lynch said a letter had gone to all businesses in the Georgian Quarter regarding the Georgian planters. Mr Tomkys said that Mr Bird had indicated their Georgian Quarter may be able to assist. Mrs Freeman has written to business in the past. It was agreed that all would work together to produce a letter. Mr Ryley is happy to have a look at the letter as he receives many for Tesco.

c) To receive ideas for fund raising from the members

Fund raising ideas had been distributed in Miss Lynch's report. Ms Upton handed a booklet of fund raising ideas to Mrs Usher Bacon.

Mrs Freeman said that the Festival of Christmas would charge Beverley in Bloom £50 for a stall at the event for a tombola. All agreed to ask Mrs Freeman to confirm this. Victorian costumes would be required to be worn which Mrs Freeman is prepared to assist people with.

Ms Hutchinson that that Mr Waddington and her had looked at rooms and Foresters had offered free use of the room. There is a

- (i) Quiz/pie & peas on the 15th October 2015. Mr Lynch is the question master.
- (ii) Pie & pea supplier on the 11th March 2016.

31. To discuss the large wooden planters – Liz Jones

- a) Who needs to pay for the replacement of the large wooden planters?**
- b) Who needs to pay for the replacement of the Plantscape barrier and three tier planters?**
- c) Who needs to pay for the replacement of the wooden barrels?**

Due to lack of time this is to be an Agenda item for the next meeting.

32. To discuss whether the group can cope with the number of areas of planting

It was agreed that with the groups that are in place, the members can cope with the number of areas of planting. Mr Tomkys is to provide Mr Waddington with a list of the groups. Mr Waddington indicated he would like to talk to people.

Mr Waddington said he is interested in working with the Probation Service on the community pay back scheme and he is prepared to start this as a pilot scheme for Beverley in Bloom to get them interested in horticulture. Mr Waddington is to feed back at a future meeting.

33. To receive an update from Northern Rail concerning Beverley in Bloom's discussions with them about becoming the Level 2 Adopter of Beverley Railway Station?

Mr Tomkys reported that due a change in ownership of Northern Rail there had been no progress with this. The proposals from Beverley in Bloom were with Northern Rail and no action could be taken until the points that needed to be attended to by Northern Rail are done.

34. Any Other Business

Mr Ryley reported he had a contact at the Beverley Guardian who is very keen to work with community groups. Mr Ryley is to act as the link between Beverley in Bloom and the Beverley Guardian.

Mrs Usher Bacon reported that there is a meeting regarding the Christmas Tree Festival on the 6th October at 6pm at her house.

Mr Waddington asked if the group would be happy for him to approach Woodmansey Parish Council to assist with the planting of the triangle near the cemetery. All in favour.

The date of the next meeting is 20th January 2016 at 1.30pm.