Banstead Village in Bloom Executive Meeting notes 06/02/2020

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

Present	Apologies
David Martin (Chairman) [**DM**]	RBBC representatives have an open invitation to attend Executive Meetings or provide an email update
Lynne Hack (Secretary) & Advice on Council Matters **[LH]**	**Not present:**
John Hayns (Treasurer) [JH]	**Nigel Ellis** RBBC Greenspaces Department
Marion Hayns Sponsorship and Fundraising [**MH**]	**Michael Hill** RBBC Greenspaces
Kerry Garner Volunteers and Media [**KG**]	

Agenda Item	Decisions	Action by:
1. Welcome		
2. Apologies	As listed above	
3. BVIB Constitution	The Executive considered the revised Constitution, and approved it for recommendation to the AGM.	
4. Current Financial Position	Our balances are £900 in our current account with £3750 in our savings account. Our balance has been swelled by a donation of £1000 from Specsavers.	
3. C.I.L. Bid	**a. Overall £12,150** • CIL Team – process – Delivery Organisation undertaking - Invoices and monies • Need to check with Green Spaces and SCC **b. Planters £5,000** • Positions agreed – confirmed by R&BC and SCC – Invoice send – monies to be released. Agreed positions are: 1. Opposite the alleyway alongside 165 Café - in line with the edge of the bollards closest to the shop fronts 2. Opposite 157 Banstead Opticians - in line with the edge of the bollards closest to the shop fronts. in front of the missing bollard. 3. Opposite 149/7 Cook - in line with the edge of the bollards closest to the shop fronts. Mid way between the bollards. 4. Opposite 87 Boots - in line with the edge of the bollards closest to the shop fronts. Mid way between the bollard and a point roughly central to the shop front. 5. Outside 71A/73A Flats entrance - to the East side - aligned with the edge of the Telephone Box and Council Bin closest to the shops 6. Outside 17 Banstead Fruiterers – in line with the edge of the street furniture closest to the shop fronts. – double yellow *line at this point* • Ordered • Safety Assessment for 4 planters at Pelican Crossing.	DM DM LH DM DM

	• Pavement works to be checked with SCC	**DM**
	• Preparations for receipt of planters. Positions to be marked and base created.	**KG**
	• Rubble to be acquired from volunteers	**KG**
	• Compost to be sourced and purchased	**KG**
	• Planting scheme to be designed	
		KG, and SM.
	c. Sensory Garden £2,500 plus £1,000 – Specsavers	
	• Plan being put together	
	• Need to be agreed by R&B Green Spaces	**DM**
		LH
	d. Table 6 tables with 24 Chairs and Litter Bins £1,900	**DM**
	• Need to be agreed by R&B Green Spaces	
	• Design as in Redhill Memorial park	
	• May be ordered through RBBC.	
		KG
	e. Sleeper Beds £1,750	
	• Plan of planting to be prepared	
	• Need to be agreed by R&B Green Spaces	
	• Work will be done by BViB	**KG**
	f. Grinding Tree Stump – Library £1,000	
	• Agreed by SCC Green Spaces	
	• Contractor agreed	
4. 2020 Village Day 4th July.	1. The wheelbarrow sponsors will continue to plant them in the spring and autumn.	**MH**
	2. Rather than enter National Competition in 2020, focus on Village Day including the following items:	
	• Rotary Village Fair;	**DM**
	• Competition for uniformed groups;	**MH**
	• Open Gardens;– Trail map being prepared.	**KG**
	• Shop Front Competition; - Theme: Red, White and Blue – 75 years since VE day.	**NM**
	• Front Gardens in roads off the high street - eg. 'Best Road' in Banstead.	**CW**
	• Banners design and locations, to promote village day.	**KG**
5. Maintenance and Provisional Priorities	1. Continue Fundraising, Funding Bids and sponsorship developments	**DM & MH**
	2. Continue increasing Community Profile and the development of Volunteers	**KG**
	3. Maintenance of current developments **–** including year-round aspects:	**SM**
	• Planters in the High Street;	**Friday Team**
	• Flower beds at the Memorial Roundabout;	**MH**
	• 12 Wheel barrows at both roundabouts;	**MH**
	• Library Gardens;	**Friday Group**

	• All Saints Churchyard and Orchard**;**
	• Litter picking;
	• Community Hall Roundabout
	• Community Hall Beds
	    4. We have set the following ceilings for Maintenance works
	        • Memorial Beds £300
	        • Library and Wheelbarrow Beds £200
	        • Planters £150
	        • Waitrose bed £100
	        • Wildlife Bank £50
	        • All Saints churchyard £60
		KG
		Flower Club
		Horticultural Society
		KG & MH
		
		KG
		MH & KG
		
		MH

6. Council Meeting	A meeting of the Council will be called at 2pm on the 23rd April, to present the revised constitution.	

7. AGM	1. **Thursday 23rd April 2020 2.15pm Community Hall**
	    Agenda
	      i. Annual Review of Work – **David (15 Mins)**
	      ii. Presentation of Amended Constitution – **David (5 Mins)**
	      iii. Annual Accounts – John **(5 Mins)**
	      iv. Fundraising, Sponsorship and Donations – Marion **(5/10Mins)**
	      v. Communications & Publicity; and Volunteers – Kerry **(5/10Mins)**
	      vi. Questions to Executive (**20 Mins**)	

7. Minutes	Abridged minutes will be published on the website. Personal data, and sensitive financial information will be removed. The annual accounts will be published on the website.	
8. Bicycles at Roundabouts.	Will be replaced by the schools in Red White and Blue	**JM**
9. Litter Picking	The Banstead Litter Picking Group have been invited to a Celebration Reception at the Mayor's Parlour on the evening of May 13th in acknowledgement of their great contribution to our local community.	
10. AOB	• BHS Representative to be considered at AGM • Tesco run a plastic bags scheme, which distributes funds to local groups. We are eligible, but need a defined project. • South East Water standpipes, continue to progress application. • Ray Harwood (Centro) has offered to fund an Award for the Retailer who contributes most to 'Village in Bloom' – details of judging to be agreed with Ray Harwood. • Quiz Night booked for 31st October 2020 at the Community Hall	**LH** **LH**
11. Next Meeting	Thursday 23rd April	

Dates of Future Meetings

Executive Committee
Next meetings: - 13.00pm
Thursday 23rd April
Thursday 11th June

A**GM** includes Executive, Volunteers, Sponsors and Supporters – **KG** to invite all volunteers.
Thursday 23rd April 14.15 at Banstead Community Hall.

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