

# Collings Park Trust Management Committee Minutes

## 7<sup>th</sup> April 2026

### at Lexdon, Hartley Avenue

Present: Andy Stewart (Chair), Andrew Leigh, Liz Rawlings, Dy Taylor, Lois Conrad, Maureen Geens, Meredith Price

Apologies for absence from: Sam Smith, Geraldine Whitby

Liz was thanked for hosting the meeting.

**1. Minutes** of last meeting (20<sup>th</sup> January 2026) were accepted.

#### **Matters arising:**

**Posters:** The posters produced by Dave Rowe giving guidance for visitors to the garden have been amended to improve readability and are now in place. It was agreed that we should acknowledge Dave's free-of-charge contribution via Facebook.

The sign for the pond area to be manufactured commercially to make it more durable.

**Picnic bench replacement:** The need to purchase a new picnic bench has evaporated as a second-hand 8-seater has kindly been donated by the Scotchmer family of Cranmere Road.

#### **2. Health & Safety**

Dy to contact the city council to report the possibly unstable tree stump adjacent the Compton Knoll Close entrance.

The 'leaning wall of Leigh' has been re-measured and there is no detectable increase in the angle of lean.

#### **3. Finance, Membership & Funding**

There is **£687** in the cash account at present, and the easy access savings account balance stands at **£5,082**.

A discussion took place about further reducing membership fees, and it was agreed to take this forward for further consideration.

Trustees reiterated their commitment to the provision of financial support to keep the apiary viable.

**Membership** stands at 11 household memberships, 4 individual members and 11 supporters (although 3 renewals are overdue), bringing £748 to the accounts annually. It was agreed that we should do more to publicise where we spend the money accrued through membership fees.

#### **4. Social Media and Digital Marketing**

Meredith was thanked for her efforts towards increasing the Trust's presence on Facebook and Instagram. It was reported that site sessions on the CPT website had increased 245% in March and that this was thought to be one of the positive consequences.

Meredith agreed to carry on in the role of social media coordinator for the next 3-month period, also to investigate how it could be made possible to apply for membership of the Trust through one or more online channels.

## 5. Policies, Procedures & Key Documents

The tri-annual review of policies and procedures is ongoing. Amended documents will need to be submitted to Trustees for approval.

## 6. Progress and Planning for the Community Garden

- A diagram showing the location and varieties of trees in the garden and 'ransom strip', also the make-up of the fruiting hedge, to be produced for display in the notice board.
- It was agreed that the somewhat unsuccessful wildflower patch should be superseded by a perennials patch if it doesn't improve this season.
- Procurement of a beekeeping information board to be investigated, potentially at the north end of the upper area, behind the bench, overlooking the apiary.

## 7. Future Events Planning

It was agreed that the 10-year anniversary of starting work on site should be celebrated with an evening get-together for volunteers and committee members plus partners on Thursday 4<sup>th</sup> June (wine, nibbles, fire-pit, etc.), plus an afternoon/evening event on Sunday 7<sup>th</sup> June [*amended as a post-meeting note, previously 6<sup>th</sup> June*] open to members of the local community. This to be on a 'bring you own picnic' basis). Local councillors to be invited. Events committee to lead on the following ideas:

- Publicity
- Children's entertainer (e.g. Emazdad the Magician)
- Live (acoustic) music (e.g. Freedom Fields Ceilidh Band)
- Cakes
- Gifts (e.g. promotional seed packets) / goodie bags - to include membership application form!
- Bunting & lighting (CPT string lights + lighting in trees)
- Donations buckets
- Gazebos and other shelters (e.g. open sided marquee)

A further planning meeting for this even was set for Wednesday 22<sup>nd</sup> April at Maureen's house.

## 8. External Events

The local Open Garden Trek is set for 5<sup>th</sup>/6<sup>th</sup> September, with the community garden included once more.

## 9. Feedback from Board of Trustees

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## 10. AOB

CPT received a request from a pupil at Lipson Cooperative Academy to undertake Work Experience at the garden, but this was declined as inappropriate as the venue wouldn't meet the criteria for Work Experience.

**11. Date and venue of next meeting:** Tuesday 14<sup>th</sup> July 2026, 19:00 hrs, to be held at *TBC* (Liz's home (Lexdon) if available, or Andrew and Lois' home (12 Fortescue Place)).