

# Collings Park Trust Management Committee Minutes

## 26<sup>th</sup> September 2023

### at Lexden, Hartley Avenue, Plymouth

Present: Andy Stewart (Chair), Andrew Leigh, Lois Conrad, Liz Rawlings, Geraldine Whitby, Sam Smith.

Apologies for absence from Tony Bray and Dy Taylor

Liz was thanked for hosting the meeting. It was noted that Pen Cabot, having moved away from Plymouth, has ceased to be a member of the management committee. Her valuable contribution has been greatly appreciated.

**1. Minutes** of last meeting (6<sup>th</sup> June 2023) were accepted. **Matters arising: Improvements to main pathway.** Andrew L agreed to contact Compton ward councillors with a view to them visiting Collings Park.

**Misconduct:** Recent instances of misconduct and vandalism have been reported to the local PCSO, but there has been no response, which committee members agreed was very disappointing. It was reported that all of the apple trees had been stripped of apples by two unknown visitors. Appropriate signage is to be considered for next year.

**2. Health & Safety** No health and safety concerns were raised.

**3. Finance, Membership & Funding** There is **£7,468 in the account** at present, this including a refund of the HMRC fine of £100 for non-submission of a tax return, which Sam had appealed against. **Membership** stands at 9 household memberships, 4 individual members and 4 supporters, bringing £818 to the accounts annually. Andy S will ask Trustees to consider lowering membership fees as the cost of insurance (previously the Trust's largest unavoidable cost) has reduced significantly.

#### **4. Policies, Procedures & Key Documents**

All in date and uploaded to the Collings Park Trust website.

#### **5. Progress and Planning for the Community Garden**

It was agreed that more trees should be procured in the autumn and planted in the lower area of the site, potentially one Hornbeam and two Walnut trees (the smaller variety).

Andy S to obtain quotations for reducing the large Ash tree in the upper area.

More woodchip is needed for pathways on site, potentially from the ash tree reduction.

Lois agreed to contact Roger about availability of woodchip from the council.

Andrew agreed to contact Chris Lewis about pruning the fruit trees again.

#### **6. Collings Park Playing Fields**

It was noted that there has not been any use of the playing field for organised football since pre-2020, suggesting that the land is increasingly at risk of development.

## **7. Future Events Planning**

It was agreed that a Bonfire Night event would be planned for Friday 3<sup>rd</sup> November. Events committee will publicise in due course, assuming the weather forecast is favourable.

## **8. External Events**

Tess Wilmot has notified us of the annual 'Always Apple' event at Devonport Guildhall, this year taking place on Wednesday 25<sup>th</sup> October, 11am - 4pm.

## **9. Feedback from Board of Trustees**

Andrew L will publish the AGM timetable shortly.

## **10. AOB**

- It was agreed that 30 bags of manure be procured for use in the raised beds.

**11. Date and venue of next meeting:** Tuesday 16<sup>th</sup> January 2024, 1900 hrs, Lexdon, Hartley Avenue.