**Southsea Green Community Garden Organising Group Minutes 09.11.2022**

**In Attendance**

**Steve Baker Chair, Zara Baines Marketing, Jenni Van Wijk General, Goff Gleadle Head Gardener, Thomas Fox General, Peta Sampson Secretary, Beverley Richardson General and (Jovi Baines Morale)**

1. Minutes of the previous meeting agreed.
2. Beverley and Chris have arranged to meet to action the website update
3. Jenni working on a generic risk assessment that can be tailored to specific events. **Action JVW**
4. Funding bids update

HIWCF Moneybarn - awaiting outcome 7th December. If awarded the project will begin in January 2023.

We may have to review our status as an association if we win the Moneybarn bid and this could mean we become a CIC or a registered charity. Decisions are to be made once we know the outcome of the bid.

Henry Smith Charity, eligibility for this bid is an income of 50K per annum so Steve is looking for partners who we might be able to work with to act as an umbrella organisation. Work has started on writing the bid.

1. 1st edition of the quarterly newsletter will be despatched via email 15th November. Thanks to everyone who submitted content. Peta and Zara will work together to deliver this quarterly. **Action Ongoing ZB PS**
2. Jenni will send Peta the list of people from the networking event to be added to the audience. **Action JVW**
3. Gate revamp is delayed due to terrible weather. Jenni is in touch with Terry and Helen and will follow up to reschedule. **Action JVW**
4. John Ashlin from City of Sanctuary has brought a group of refugees to the garden. We are keen to develop this relationship and other collaborative relationships and are currently reviewing ideas and processes to welcome groups as well as individual volunteers to the garden. There may be an opportunity to work with John on a training programme for his group.

We had a discussion about the onboarding process for volunteers and collaborating groups and how the processes might differ. Peta has offered to review what we have in the volunteer hub and will work with Beverley to assess the signposting needed according to volunteer skills and wishes. **Action PS, BR**

1. During the winter there are fewer opportunities to meet and work together so a monthly zoom call could be initiated to keep in touch with and engage volunteers and groups.
2. We may be able to apply for the Green Fund, Jenni to send details to Peta **Action JVW**
3. Steve to arrange a zoom call to introduce Peta and Wing to each other to discuss how we all might work together on bids and systems **Action SB**
4. It was suggested that we investigate the possibility of moving our bank account as our current provider is not meeting expectations. Jenni suggested we might look at the Wessex Community Bank, a not-for-profit ethical organisation to see what they are able to offer to support our work. **Action PS**
5. Our November monthly opening event was postponed due to poor weather and will take place this Saturday 12th November. Zara will organise pulling the raffle tickets and following through with the winners. Once again, we are grateful to Jenni for procuring such fantastic prizes for the event. **Action ZB JVW**
6. Peta has sent out the adult safeguarding policy to the group with the deadline for comments being Friday 11th November.
7. We discussed buying a Camva licence and it was agreed that although this could be a great tool that we need to be aware of cash flow. The final decision to be made at the next meeting when we will know if our Moneybarn bid has been successful.
8. Jenni presented her Co-op funding report. She will distribute this to the group. Huge thanks to Jenni for her hard work across the whole project and to both Jenni and Zara for their joint work in delivering the final sensory element to complete the work. In summary, the project was a success and looks to be on budget once additional costs and adjustments are finalised. **Action JVW**

**Actions.**

**Jenni 3 6 7 10 (13 optional) 16**

**Steve 11**

**Zara 5, 13**

**Peta 5 8 12**

**Next Meeting:**  Weds 7th December 2022 @ 2.00 in Cafe Fresco