**Southsea Green Community Garden Organising Group Minutes 13/07/2022**

**In Attendance**

**Steve Baker Chair, Zara Baines Marketing, Jenni Van Wijk General, Peta Sampson Secretary**

**Apologies; Samuel Hollis Treasurer, Vanessa Cooter Events; Helen Fellows Outgoing Chair, Tom Fox General, Goff Gleadle Head Gardener, Carla Read General**

1. Herewith, our group to be renamed Garden Organising Group
2. Roles and responsibilities to grow and evolve organically
3. Peta to be given access to the Southsea Green email address to act as a backup.
4. Steve reported on his progress with collaborations and bids. There are potentially 3 opportunities to follow up currently, some in collaboration with other organisations with similar/complimentary objectives. An expression of interest for the first of these is required by 18/07/2022 by the decision makers at HIWCF. It is hoped we will involve Harbour School. Peta will review the paperwork and send to Steve before submission. **PS/SB**
5. Andy Ames has committed to running his Wilder Portsmouth Group from the garden on 4th, 11th and 18th August. The 4th will involve a talk which Zara will publicise and the other dates to be more casual dropin sessions. Our new volunteer Beverley will continue being mentored by Goff and will join in regular sessions (Goff Tuesday and Andy Ames Thursday in August) Beverley has a particular interest in the history of the garden and communicating this heritage and will join our organising group as Volunteer Co-Ordinator/membership Sec - exact role tbc. **ZB**
6. Induction process update. The docs produced by Helen and Jenny have been merged and this process is a WIP. We will benefit from Beverley’s impressions having just gone/going through the process and can incorporate suggestions into the final version. Beverley will be at the the next organising group meeting.
7. Victorious - Carla to share details with Peta so a final decision can be made regarding SG involvement. Peta to establish if our current insurance policy will cover us for external events? **PS**
8. The report for the Co-op is due this Friday and we need to feedback on how the money has been spent and what our plans are for the balance (approx 3K) Jenni and Zara will work on a plan to spend 2K of the balance. Plan to be incorporated into the for final report. These activities will take place at the garden pre Victorious. **JVW/ZB**
9. The 60+ event is run by PCC who take care of the publicity. Steve has suggested we piggyback on this and invite a 60+ group to join in. Zara has some connections and will follow up. **ZB**
10. Steve is working on a volunteer hub, eventually, this will be the go-to resource for volunteers where all docs and information will be accessible. The hub will also display a communal diary. We plan to add bios of the group to this resource. Steve will update and redesign our logo, which will be accompanied by the new strapline ‘Growing beautifully-creative collaborations. He has suggested using a QR code so volunteers can ‘log in’ on arrival, this idea was welcomed as a great tracking tool for monitoring garden activity. Using Patreon, the online gifting, donation tool could produce an additional revenue stream for the garden. **SB**
11. Jenni explained the RHS “Protect-a-plant initiative” and everyone agreed that SGCG should join. The costs for this is £60 and we will receive a plant to care for. Jenni will follow this up. **JVW**
12. The website needs to be updated and Chris Mac has agreed to continue but needs guidance on content. Zara to arrange for Chris to attend our next Organising Group meeting. **ZB**
13. We discussed a blog for the website and to be used in Comms. It was agreed that we could tap into Sue Stokes’ knowledge and skills to produce the content. SB to contact Sue. **SB**
14. Opportunities for maximising the garden space could include an artist in residence and the continuation of the workshops maintained by our ongoing funding efforts.
15. It was recognised that some people may feel vulnerable working alone at the garden. As a precaution, we have decided to speak to the Cafe to establish a communication mechanism (wireless) to be used only if someone is in distress when working alone in the garden. Jenni has a good relationship with our neighbours at the cafe and will follow up. **JVW**

**Next meeting Weds 3rd August at 6.00pm in the garden. Zara has messaged group to communicate this date.**

**Actions.**

**Peta 4, 7**

**Steve 4, 10, 13**

**ZB 5, 8, 9, 12**

**JVW 8, 11, 15**