**Southsea Green Community Garden Organising Group Minutes 18.10.2022**

**In Attendance**

**Steve Baker Chair, Zara Baines Marketing, Jenni Van Wijk General, Goff Gleadle Head Gardener, Thomas Fox General, Peta Sampson Secretary,**

**Apologies: Helen Fellows General, Beverley Richardson General**

1. Minutes of the previous meeting agreed.
2. Agreed that all Policy documents to be agreed by this meeting before being implemented.
3. Agreed that minutes to be circulated by the secretary without prior Chair approval.
4. Group decided that we will approach the volunteer hub from the other direction and concentrate on getting information for the hub from new volunteers at this time.
5. Zara has arranged to link Beverley and Chris up so that they can work on upgrading the website together.
6. Steve, Zara and Jenni to meet to discuss Marketing activities. **Action, SB, JVW, ZB**
7. The final workshops for the Co-op and the Garden Open Day have now taken place. These activities were hugely successful so the group expressed their thanks to Jenni and Zara who were responsible for all the planning and organising. Jenni, in turn, thanked everyone who supported the efforts.The Open Day was a great opportunity to make connections and several useful contacts have been made and are being followed up. Jenni is working on finalising the report for the Co-op. The project has come in on budget. **Action JVW**
8. Agreed that payment for workshops and talks will be agreed upfront and will be related to specific project funding.
9. Garden will be open on the first Saturday of each month with our first opening being November 5th. We will also pull the raffle prizes from the open day at this event. Those who attend and are able are invited to stay and help to tidy up the cabin in preparation for Winter use.
10. Annotated map of beds supplied by Helen has been added to the common drive for reference.
11. Jenni has produced an event specific risk assessment for our recent garden activities and from this will produce a generic version to apply when the garden is open. The generic RA can be tailored to specific events.**Action JVW**
12. Thanks to Tom, who has been producing plant labels for the garden and many are in place already.
13. The gate was repaired by Michael and his team and the topper removed. Terry (Irene’s grandson) came to our open day and has kindly offered to strengthen and upgrade our existing gate structure and will be working on this shortly (weather permitting) When this is completed Steve will paint our gate to give us a strong, new identity.
14. Funding bids update

Co-op 2023 - sadly not awarded to us on this occasion - they had over 9,000 applications.

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

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.

Steve is working on an idea with the Eden project that is taking place in Portsmouth as part of their Big Eats initiative. The project involves growing and cooking so we are exploring working with partners who have Kitchen space such as Pompey in the Community and Cafe Freso **Action, JVW, Steve to liaise with partners.**

Many of the major supermarkets have community funding schemes which fit well with our grow to eat ethos. Peta has suggested we pitch ideas for a series of 5 recipe cards. Side A outlining growing the relevant produce and side B detailing a recipe for this produce. These recipe cards will heighten awareness of SG and our work. It is hoped funding will cover design and printing costs.

1. Zara and Peta are working on a quarterly newsletter and are gathering content and setting up an email audience. The initial issue is scheduled for despatch early November. If anyone has any articles, recipes, or other contributions we could include please add them to the newsletter folder in the shared drive. **Action ZB, PS**
2. We are looking for someone to manage the volunteer process and hub. Peta has produced an e-advert to open discussions with possible candidates. Awaiting approval. **Action SB**

**Actions.**

**Jenni 6,7,11**

**Steve 6,14, 16**

**Zara 6,15**

**Peta 14,15**

**Next Meeting PROVISIONALLY Weds 9th November at 2.30pm, venue tbc.**