

**Meeting Notes**  
**Friends of Castle Green – Directors**  
**7pm Thursday, 18<sup>th</sup> May, 2017, Castle Green Pavilion**

**Present:** Amanda Attfield, Mark Hubbard, Paddy Nugent, Annabel Oxford, Lisa Richardson

**Apologies:** Steve Cameron, Joy Harvey, Katie Bott

Agenda item	Key points	Action
<b>Conflicts of Interest</b>	Mark is a resident of Castle Green.	
<b>Notes of Last Meeting &amp; Matters Arising</b>	The minutes of the meeting on 20 <sup>th</sup> April were agreed & signed.  Carry forward: Annabel would contact Ian Doody re The Grange and Paddy would contact Ledbury Rugby Club.	Annabel / Paddy
<b>Operations</b>	<p><i>Pavilion:</i> Katie reported great difficulty in finding someone to mend the downstairs window pane. Mark suggested Cy Strike, general handyman, and will ask him to have a look at it.</p> <p>- Disruptive youths broke the fire alarm glass, which Herefordshire Council will have to authorize Integral to replace, when they accept that the Pavilion does have a fire alarm system.</p> <p><i>Volunteers:</i> Someone to take responsibility for all the volunteers needed. Ask Katie to describe what she would like the position to encompass and the personality needed to make a success of it. A suggested outline was someone who would be the contact in FOCG, who would keep the details of everyone who had offered to help and in which field, who would liaise with both the events committee &amp; available volunteers to cover events, who would nurture and encourage existing personnel and actively source additional volunteers. Annie Lilwall, Membership Secretary, was suggested as an ideal candidate.</p> <p>- <i>Planning for Real:</i> no luck booking a stand for the Herefordshire Country Fair. This was very much part of our bid, so keep trying. Order two pop-up banners for the front of the stand, explaining the nature of the consultation.</p> <p>- <i>World Café:</i> No-one booked for the next two World Café events. Amanda would chase up John Rosser of the Bowling Club. Lisa would post invitation through Cantilupe Street doors.</p> <p>- Katie to pay Michelle Morgan £150 for the last World Café, using her FOCG chequebook.</p> <p><i>Garden sponsorship:</i> Wilko runs a Community Group scheme and Amanda agreed to write enquiring whether they would offer sponsorship for garden planting or equipment.</p> <p><i>HHD &amp; Summer Fair:</i> Help needed with downloading the TENS application for Historical Hereford Day – Paddy will download and forward to Katie.</p> <p>- Music, entertainment programme, stands booked and literature is under way.</p>	<p>Mark</p> <p>Annabel</p> <p>Katie</p> <p>Amanda/Lisa</p> <p>Katie</p> <p>Amanda</p> <p>Paddy</p>
<b>Events</b>	A letter had been received from Castle Street & District Residents' Association in response to our consultation basically saying that Castle Green is a local park, used by local people and nothing should be changed. Use of the Green is a piece of evidence that would be needed as maybe part of our report and definitely in conjunction with any later funding bids. Using 6 <sup>th</sup> form students, we would organize a survey on different days and seasons, asking for postcodes and when & how the Green was used. Ideally 6 students for 6 sessions at £8.45ph but the cost of £912 is not available within the budget. Agreed on 4 students for 4 sessions at a cost of £608. Double check	Amanda/

	<p>the budget with Steve. Amanda to source the students and pass the contact details to Mark, who would organize an initial meeting to arrange the schedule.</p> <ul style="list-style-type: none"> <li>- Annabel &amp; Mark discussed the organization of FOCG events and agreed that a folder should be kept in the kitchen covering in detail everything that needs to be done operationally.</li> <li>- Megaphone needed. Paddy will send details of the St. Michael's Hospice solution to the problem (£250) and it was agreed by all that Mark would then go ahead &amp; buy one.</li> </ul>	<p>Mark/Steve</p> <p>Paddy</p>
<b>C.A.T.</b>	<p>After repeatedly contacting Ian Higgs, Paddy was told that Patrick Bodenham now handles the case, so he has copied his previous correspondence to him, particularly with regard to the length of the lease offered. If there is no response after a couple of weeks, escalate the problem to Geoff Hughes.</p>	Paddy
<b>Planting Queries</b>	<p>Susan Crawshaw put forward some queries regarding planting &amp; gardening on the green and around Victoria Bridge. The main areas were:</p> <ul style="list-style-type: none"> <li>- the bed next to the Pavilion under the kitchen window. Currently contains wild garlic, hellebores, lily of the valley. Japanese anemones could go there but it is largely a work in progress.</li> <li>- Under the yew trees. A stumpery would be lovely but would also provide concealment for any nefarious activity. Japanese anemones would flourish in the shade there but almost nothing grows under yew trees.</li> <li>- A volunteer already looks after the canoe centre bed.</li> <li>- An approach for sponsorship is under way for planting the beds around the monument.</li> <li>- The embankment &amp; riverbank are the designated planting area for our 'bulb' donation money and we will still need permission from English Heritage.</li> <li>- the bed on the fringe of Cantilupe Street garden would be suitable for wild flower seed planting but it is a contentious area.</li> </ul> <p>The compost heap was growing in size. There was no further response from Jo Morton of Morton Wood regarding the hazel &amp; chestnut stakes &amp; a woven fencing structure to contain it. Not all of the heap is compostable so, in the meantime, it would be best to take it to the Council Recycling site. If Ian could bag it up, then he could take it to Rotherwas himself (and submit 45p a mile expenses) or Lisa will do it. Mark to liaise with Ian regarding compost. Katie to reply to Susan.</p>	<p>Mark</p> <p>Katie</p> <p>Lisa</p>
<b>Finance</b>	Deferred to the next meeting	
<b>Any Other Business</b>	<ul style="list-style-type: none"> <li>- the contact list needs updating.</li> <li>- invite all the Civic Society Committee to the World Café Events and ask whether they would circulate the invitation to their membership</li> <li>- Herefordshire's A Great Place project has received £748,000 from the Great Place Scheme. Research where we can be part of the programme.</li> </ul>	<p>Lisa</p> <p>Lisa</p>
<b>Date of Next Meeting</b>	<b>Thursday, 15<sup>th</sup> June, 2017 at 7pm at the Castle Green Pavilion, Hereford.</b>	