

Fairfield Association
Minutes of the meeting held
on 17th April 2013 at: Robert Gillow pub, Lancaster

1) Present

Mandy Bannon, (minutes) Andrew Brennand (chair), Dave Brookes, Ruth Feinberg, Tony Finn, Ruth Haigh, Jane Parker, Ian Procter

2)Apologies

Oliver Fulton, Julia McDowell, Hilary Short, Mick Short

3)Minutes

Accepted as correct.

4)Treasurer's Report

Bank Balance (Co op)

19.3.13	£43,563
17.4.13	£32,102

Income

2.4.13 Banked Flora pledge cheques for £96,165 (one bounced, now replaced)
This year so far, £124,848 donated to Fauna/Flora
HLF grant £87,030 received - £80,000 for land
RPA half-yearly revenue grant £792
Posted Gift Aid claim £29,191 of which approximately £28,800 is for Flora
£183 received from Netherlands re Flora

Expenses

FOTT payments totalling £2,789.64 made
Shed payments totalling £20,225
£8,815 of the £20,225 paid from general fund
Donations received £1,450 so far (LEF/Rotary/Memorial)
£198,000 paid to solicitors re Flora 12/4/13

Summary

£27,585 in restricted funds at present, including
£18,273 re Flora (after purchase of Harries land)
£480 FOTT
£7,030 re Flora public consultation
£1186 sustainability grant

Other balances some awaiting grants though payments made
e.g play area spent £5953, received £4,915

£4523 in general funds

5) Membership Report

15 renewals and 5 new members (two from Abraham Heights).
Ruth reported she has bought a cashbox for events' monies etc.

6) Website

Andrew is considering starting a hare blog, but the regional brown hare survey is closed, so it won't be able to feed into that.

Mandy wondered if it would be possible to have an events listing somewhere on the website. Whilst the calendar is very useful, it would also be good to have a list of all forthcoming events that could be seen together – like Ruth's listing that she emails out.

7) FOG Report

Ian raised the issue of DBS checking (used to be CRB), since a new 14year old volunteer joined at the last Saturday session. Ian finds it uncomfortable that he isn't DBS checked, although he raised the issue 18 months ago. It was agreed that both Ian and Tony should both be DBS checked. Signpost in Morecambe or Help Direct facilitate this for charities. Tony to find out what we need to do via CVS.

Go Wild

Go Wild month/season can be organised between Oliver and Andrew, but it was agreed that Ruth would galvanise people to organise individual events, which shouldn't be too much work for one person.

Friday 7th June event has been sorted. Helen Hicks will do a poster.

School Procedures

Tony wanted to clarify that for group sessions facilitated by himself (or others) there is an informal procedure. It was remiss of FOG not to announce it more widely. Any group/school should be directed to Tony or Learning Zone part of the website (where his email address and tel. no. is). There's a booking form there and Guidance Risk Assessment of what the group wants or does (their risk assessment, not ours). They return the booking form to us. There's no timescale on visits – they can phone two days before.

8) FOTT Report

Good news reported by Dave is that FOTT now has permission from the Canal and River Trust (the owners) to deal with buildings. Dave has been trying to contact the Conservation Officer.

The bad news is the Contamination Report has revealed there are hydrocarbons in the ground. There had been a paving contractor there previously, so it could be due to bitumen spills. It will only be an issue if the ground is disturbed ie dug. The group had planned to have raised beds at the end of the land, where it is narrower. There were four bore holes and three had contamination. Possible solutions include putting geotex down then topsoil. Dave to research implications before any definite decisions are made.

9) Flora Report

A new steering group has formed – for decisions relating to the terms of our funding. However it was agreed that major decisions regarding the future of the reserve should for the time being be brought to the main FA business meeting and not to FOG, which is sufficiently busy with the running of the orchard and Fauna.

New house-style

It has been decided that both Flora and Fauna will no longer appear in full capital letters. This is to draw attention away from the "U" in the FAUNA acronym which stands for urban. Because the land is green belt, planners don't want the association with urban. This will be an interim solution to use the two names in lower case, until the two entities are "stitched together" and we have one new name for the whole reserve which brings the Flora and Fauna components together.

Jacob's Join – picnic on the hill

We promised a picnic event for pledgers etc in Pony Wood, as part of the Go Wild season. The gates are closed but not locked. Oliver to get padlocks. Dave to ask Oliver about organisation – either the 19th or 26th May, depending on the outcome of the tree survey, which we will ask Andy Lee to carry out. As well as checking the state of the trees, Ruth reported that there is a half-buried metal fence in the ground that could be hazardous. Andrew and Oliver to sort out what's needed when.

The Heritage Lottery Funding has come with some conditions relating to future events

- (a) preserve and file all posters, press releases etc, so we can show HLF what we've done AND that we've included the HLF logos on all documents.
- (b) make sure the events are branded by using HLF banners, notices, badges etc: Mick is ordering a (free) set of these which will come to me for the time being at least (might end up in The Facility, I suppose).
- (c) record numbers attending, preferably specifying at least adults and children but adding in any other info we think might be of interest
- (d) evaluate the event, which fortunately we don't have to do formally with questionnaires: simplest is for organiser(s) to report how it went afterwards and someone to be nominated to have evaluative conversations with a set of attendees. A brief report with suggestions/lessons for improvement next time will be enough
- (e) organise photos of the event BUT NB
- (f) HLF protocol requires **written** permission from anyone recognisable in a photo. We think the simplest thing would probably be to have a sign-up release sheet which we thrust under people's noses as they arrive - but other ideas are welcome.

10) Playground Report

Andrew reported that Ken had fixed the spring again. Now the weather is better, the playground is being used a lot. The resurfacing company will hold prices until September. Dave said the slide is still sharp on the outside. Andrew to contact Ken for a final assessment on the likelihood of there being a welding solution.

11) Events

Hum Holler and Sing concert – 7.30pm Friday 24th May, Friends Meeting House. The singing group will be donating proceeds to us. There are 60 tickets. They are organising tickets (£5 to include tea and biscuits) and publicity.

Auction – Sat 8th June

Sue says she has 20 promises so far but needs more.

Open Garden – to discuss at next meeting.

12) Correspondence

M& S have donated a £10 voucher which Andrew will use to buy refreshments for events.

13) Items for Website/Facebook

Mandy to check forthcoming events are on the website calendar.

14) AOB None this month

15) Next Meetings

May 22nd (Gillow), June 12th AGM (Friends Meeting House), both starting at 7.30pm.