

Inaugural meeting of
**St Ives Community Orchard and Nature Reserve
Community Group**
28th January 2016

Attendees:

Elise Langley
Senara Hodges
Gill Scott Anderson
Rupert Manley
Noah Hall
Mattie Poachee
Lesley Cooper
Richard Fox
Colin Wray

Apologies:

Jim Fletcher
Ria Dennett

1. Welcome

Elise Langley (EL) welcomed the Group to the inaugural meeting and outlined the agenda of the meeting and aims and objectives of the Group

2. Contact details and email addresses captured for future communications.

3. Background:

EL and Rupert Manley (RM) outlined the background and context to the Group. Rupert explained that the Palemon Best Trust had gifted the orchard land and adjacent nature reserve under a restrictive covenant to benefit the people of St Ives and this is now managed by the Town Council. Elise explained that SH and her had carried out further investigation and due diligence with Cornwall Council and had ascertained that guardianship of the land resides with the council. Elise has had positive conversations with both Town and Cornwall Council officers about the formation of a Community Group to establish and manage the community orchard site.

EL explained that in 2012 Penwith Environment Network transplanted 150 fruit trees to the site. PEN have now agreed to stand back and allow the formation of a local Community Group to manage the area.

EL explained that funding will be required to establish the orchard and nature reserve and if a community group is formed then applications for funding to support these objectives can be made.

4. The Constitution:

EL & SH have drafted a Constitution which the group reviewed in detail. It was agreed that the Community Group should be named the St Ives Community Orchard & Nature Reserve Group as the intention is to establish and manage both areas through the promotion of community involvement.

There will have to be a quorum of 5 people to hold St Ives Community Orchard & Nature Reserve Group meetings.

Working parties will meet at least monthly on site and as regularly as weekly in the growing season.

The Community Group will meet at least three times a year and hold an Annual General Meeting.

Elections were held for a Chairman, Treasurer and Secretary of the group

- Senara Hodges was nominated as chairman by Colin Wray and seconded by Noah Hall
- Elise Langley was nominated as Treasurer by Lesley Cooper and seconded by Mattie Poachee
- Gill Scott Anderson was nominated as Secretary by Elise Langley and seconded by Senara Hodges

All attendees passed a motion to adopt the Constitution.

5. Bank Account:

EL has investigated the setting up of a bank account for the group. There are initial donations of £220.00 to bank. The legal status of the Group for banking and legal purposes will be 'unincorporated'. Elise proposed to bank with National Westminster bank and the Group agreed this. 3 signatories will be required which the Group agreed will be the Chairman, Treasurer and Secretary.

EL will manage the day to day banking and reconciliations and publish annual accounts.

6. Insurance Update:

The Group will require Public Liability insurance for the site. TCV was recommended who provide public liability insurance for Steeple Woods. Once funding has been secured insurance will be purchased. In the meantime, RM felt that volunteers could be covered by Steeple Woods insurance as long as the policies of the Steeple Woodland Project Group were adhered to and a member of the SWPG was present (Elise & Mattie are currently members).

7. Risk assessment and First Aid:

Richard Fox has many years of open spaces experience with the former Penwith Council and has volunteered to carry out a risk assessment and method statement in draft. Richard will approach Brian Hosken who has a wealth of knowledge in this area in an advisory capacity to visit the site and make some recommendations to the group. RM informed the Group that there may be a need to have a first aider and first aid resources on site when working parties are carrying out maintenance at the site.

8. The Management Plan:

A management plan outlining the vision, aims and objectives of the group and incorporating site maps etc. will need to be developed. There are a number of people that would be able to develop this on a fee paying basis. RM has secured a number of quotes that range in price from £1300.00. Noah Hall stated that he had experience of drawing up a management plan for the Cornwall Wildlife Trust and would be happy to input into the development of the plan.

9. Funding:

A number of early priorities have been identified that will require funding applications:

- Development of management plan and maps of the sites
- Insurance
- Storage facility
- Tools

- Training in First Aid for volunteers
- Tree guards
- General expenses e.g. stationary, posters and marketing
- Trees (after development of the plan and recommendations)

EL/SH will be happy to draft funding applications and GSA said she would use her previous experience to support.

EL said that she would like to spend the initial donation of £200 on tools.

Date of next meeting:

Thursday 31st March

7.00pm

Venue to be confirmed

Date of next working party:

Sunday 21 February: 2.00pm at the Community Orchard

Sunday 6 March: 2.00pm at the Community Orchard (NB – this date might be changed due to it falling on mother’s day, probably to 13th March.)

Follow Up Actions:

1. Funding streams to be identified and applications for funding to be developed (EL/SH/GSA)
2. Quotes for production of management plan to be sought (RM)
3. Insurance options to be confirmed (EL)
4. Risk assessment to be conducted (RF)
5. Bank account application to be completed (EL)
6. Volunteers to put name forward to EL for first aid training (All)
7. Storage options to be explored further and proposals brought to the group (EL)
8. Copy of the constitution to be scanned (GSA)