

Carlton Gardening Group

Minutes of the inaugural meeting held on Wednesday 6th March 2013 at Redroof, 64 Main Street, Carlton

Present: Stuart Tupling (Chairman, Carlton Parish Council), Judith Boston, Paul Boston, Graham Jackson, Jeanette Knappett, John Piggon, Ian Sarson, Tania Sharp, Bill Sharp, Chris Peat (Parish Clerk).

1. Introduction

Stuart welcomed everyone, thanked Judith and Paul for hosting the meeting and outlined the background to the Carlton Diamond Jubilee Orchard Project (CDJOP). The Parish Council had decided to create the Carlton Gardening Group in order to provide a formal structure within which volunteers could work; to encourage long-term community involvement; and to create a sense of shared ownership of the CDJO.

Volunteers had made a major contribution to other projects – for example the Glebe Farm Green and the Cemetery Drainage Projects – but the creation of the Diamond Jubilee Orchard would take three years, followed by further development and enhancement. It was hoped that the CGG would develop over time, so as to make a general contribution to the social life of the community.

In the longer term, the CGG might take on additional responsibilities, such as running the Horticultural Show, carrying out maintenance work in the Churchyard and Cemetery, and managing allotments if a suitable site could be found.

Chris outlined the formal arrangements. The site of the CDJO comprised the northern part of the site for the Carlton Affordable Housing Project (CAHP), which was being bought by Nottingham Community Housing Association from two local landowners. It had been agreed that the land comprising the CDJO would be sold to Carlton Parish Council, probably when the proposed affordable homes were ready for occupation.

Contracts and agreements relating to the Affordable Housing Project had been agreed in principle, and some had been finalised and signed. However, some details were still subject to negotiation, and it was possible that a problem with one of the contracts could lead to delay, or failure of the project. The position would be clear on 1st April.

A landscaping plan for the whole CAHP site had been approved as part of the planning application, but additions had been required and a revised plan would need to be approved before the commencement of building works on the site. Copies of the revised draft landscaping plan for the CDJO were tabled and discussed. The intention was to carry out plantings around the western and northern boundaries of the CAHP site as soon as the land had been acquired by NCHA, so as to allow the new plantings to

become established. No other landscaping works would be carried out until the new affordable homes were nearing completion in late 2013 or early 2014. There would be no public access to the CDJO site while building work was in progress.

The Constitution of the CCG had been approved by the PC in February, and this had been made simple and easy to change. A budget for the CDJOP had been agreed, and project finance would be managed by the Parish Council through an earmarked fund. A page dedicated to the CCG would be set up on the Parish Council's website (www.carltonpc.co.uk).

2. Executive Committee

Ian Sarson had been appointed Parish Council representative. Paul Boston, Graham Jackson, Chris Peat, and Bill Sharp **were elected** members of the Executive Committee (EC).

It was resolved that the election of Chairman and Secretary be deferred to the first meeting of the EC. Chris volunteered to act as Secretary for the time being.

3. Work programme for March - April 2013

The owner of the northern part of the site had agreed that rubbish and weeds could be cleared before the land had been sold to NCHA. NCHA was also happy with this, providing that the line of fence posts along the northern boundary was not disturbed. NCHA and the building contractor had agreed that the new northern boundary hedge and selected trees could be planted as soon as NCHA owned the land, subject to notice and written agreement.

There were no rabbits on the site or in the neighbouring arable field, so it was believed that the new hedge would not require protection. The whips for the hedge could not be ordered until NCHA had acquired the site, so the planting would be late in the season, and availability might be a problem. The ground was very wet, so initial establishment should not be a problem.

It was agreed that a photographic record be kept of the site and the works carried out.

It was agreed that solitary working by volunteers would not be permitted, and that Chris would prepare a risk assessment.

It was agreed that a working party convene on site at 10 am on Monday 11th March to remove all wire and rubbish from the boundaries of the CDJOP site, and to trim the line of the northern site boundary hedge.

4. Date of first meeting of Executive Committee

It was agreed that the first meeting of the Executive Committee be arranged as soon as it was known that NCHA had acquired the CDJO site.

The meeting closed at 20:45 hrs.

Signed _____ **Date** _____

Abbreviations used in these minutes

CAHP	Carlton Affordable Housing Project
CDJO	Carlton Diamond Jubilee Orchard
CDJOP	Carlton Diamond Jubilee Orchard Project
EC	Executive Committee
GGG	Carlton Gardening Group
H&BBC	Hinckley & Bosworth Borough Council
NCHA	Nottingham Community Housing Association

Carlton Gardening Group

Membership list on 6th March

Executive Committee

Paul Boston
Graham Jackson
Chris Peat
Ian Sarson
Bill Sharp
Vacancy

Members

Judith Boston
Jeanette Knappett
John Piggon
Tania Sharp
Stuart Tupling