**Chignals & Mashbury Community Jubilee Orchard**

**Minutes of the Chignal Parish Council**

**Orchard Sub-Committee Meeting**

**21st April 2017 at “3 Pitt Cottages”, Mashbury Road**

**Present:**

Parish Cllrs: Malcolm Feltwell (Committee Chairman), Lynn Ballard (Committee Secretary)

Steve Middleditch, Co-opted members: Sandra Bailey, Simon Leadbeatter, Geoff Pitts **Apologies:** Moira Tarrant

**The following matters and actions were discussed and agreed.**

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| **Agenda items** | **Action points** | **Responsible** |
| 1.Outstanding actions from 3 February 2017 Committee | Information and images on wildlife and plants in the Orchard have now been loaded on the Chignal parish website.  Following several vehicle collisions and other incidents at Howletts Corner, the PC asked ECC to address road safety concerns, for example, by re-instating the lay-by that had been sited outside “Howletts”. Cllr Aldridge to be asked to confirm ownership of this land.  Other Sub-Committee actions were picked up on the agenda. | Simon Tarrant  MF |
| 2.Orchard events | The Orchard Spring event on **Sunday 7 May from 3-5pm** will have a Spring themed ‘bring & share’ tea with traditional dancing and music to coincide with apple tree blossom time. The village hall has been hired to provide access to facilities and car parking plus car parking in the playing field. The Village Hall Committee also to be asked about hiring the marquee and tables which would be erected on 6th May.  Orchard Friends to be notified again of the May event and asked to bring spring/blossom themed cakes and savouries and to enter a competition for the best decorated half hoop to use in traditional country dances at the event.  The order of the day: invite participants to lay out food in the marquee; decorate the hoops; dancing; tea.  St Nicholas Church flower arrangers to be asked to help with decorating the marquee.  Tony Towns to be asked to lend some straw bales to use as seating at the event.  It was agreed to purchase 10 hula hoops to be cut in half for participants to decorate at the event and Orchard Friends would also be invited to bring their own Spring theme decorated hoops. Prizes would be awarded to the best adult and child’s hoop.  It was agreed to use taped music with a power supply from Ivy Cottage for two country dances using the hoops.  Norman Smith to be asked to act as MC for the event.  Tea making from a van on site to be provided.  A promotional poster would be produced for the event and an article written for Chignal News.  Risk Assessment to be produced before the event. | LB  SB  SB  LB  SB/SL  LB/SB  SM  LB  SM/SB  MF  SM/SB  LB |
| 3.Orchard maintenance | The orchard brushwood left from cutting the hedge adjacent to Ivy Cottage were loaded by volunteers onto a trailer kindly provided by Tony Towns and then burnt on the Village Hall bonfire site.  CCC has cut the hedge along the road side of the orchard to a height of 12 feet.  The next dates for Orchard Friends to help with grass cutting were agreed as follows: Saturdays at 10.00 on **6th May, 20th May, 17th June, 15th July, 19th August and the 16th September.**  It was noted that MT had recommended that the most vulnerable fruit trees should be watered from the water butts.  Tables and benches to be treated with preservative on the afternoon of 24 April.  An audit of tree tags had been done by MF using the master list of tree sponsors held by SL. There appeared to be one spare tree and a sponsor would be sought. Certificates had been produced by SM for new tree sponsors. | MF/LB/SM/SB  LB  SB  All  SL/MF/GP  SL/MF |
| 4 .Review of the Orchard Budget | Updated balance for the Orchard budget: £1,041 (to be confirmed).  Income: £30.00 held by the Clerk to be banked. Income expected form donations at the 7 May event.  Invoices to be paid: none.  Approved new expenditure: purchase of hoops and decorations for the 7 May event: estimated £20.00. | SL  SL  SB |
| 5. Orchard Committee 8 May agenda items | The agenda for the Orchard Committee on 8 May was agreed (attached). | MF/LB |
| 6. Date of next meeting | **Tuesday 4th July 2017, 12.00 at the Orchard (or at “The Saddlery”, Mashbury Road if raining).** | All/SB |