**Chignals & Mashbury Community Jubilee Orchard**

**Minutes of the Chignal Parish Council**

**Orchard Sub-Committee Meeting**

**7th October 2016 at “3 Pitt Cottages”, Mashbury Road**

**Present:**

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

Co-opted members: Sandra Bailey, Simon Leadbeatter, Geoff Pitts, Moira Tarrant,

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

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| **Agenda items** | **Action points** | **Responsible** |
| 1.Outstanding actions from 23 August Committee | Information and images on wildlife and plants in the Orchard to be put on the Chignal parish website: on-going.  The Orchard Sub-Committee to explore joint working on community events and activities with the Village Hall Committee: on-going.  Produce an outline of a 3 year Business Plan for the Orchard to ensure that funds in place to cover future running costs, planned developments and contingencies for the February 2017 meeting.  Other Aug Sub-Committee actions were picked up on the agenda. | Simon Tarrant  MF  SL/LB |
| 2.Orchard events | The **Orchard Fruit Celebration, Sunday 16th October at 12.15pm** following the Harvest festival at St. Nicholas Church.  Posters to be designed and put up around the parish.  Car parking to be arranged in the Playing Field.  Entrance to be marked with metal poles and tape and road safety signs put out on the day of the event.  Fruit has been packed and will be accompanied by descriptions of each special heritage variety and instructions on storage and eating: Moira Tarrant was thanked for researching and presenting this information. Orchard fruit to be displayed on a separate table along with jars of crab apple jelly made from a tree growing along the edge of the orchard. Apples with labels to be photographed.  Entrance to be strimmed and the grass by the shed to be cut before the event.  Committee members not attending the Harvest Festival to be at the Orchard by 11.30 am.  It was noted that a hole had appeared in the ground at the west end of the orchard: to be investigated before the event.  Coffee, tea and fruit juice to be provided in the orchard, mugs and plastic cups to be provided. Email to be sent to Orchard Friends with information about the event, inviting them to taste and take the orchard fruit and to bring any fruit, vegetables or home grown produce to share and take.  A spring event at the orchard with a maypole and music was mooted to coincide with blossom time on the afternoon of Sunday 7 May. This event will be discussed at the next meeting. | SM/MF  MF  SM  MT  SM  GP/MF  MF/SB/MT  MF/GP  MF/SB  SB  SB |
| 3.Orchard maintenance | The main orchard cut was carried out successfully with 2 hired brush-cutters. It was hard work year because the grass was greener and more luxuriant than in previous years. There was good support from members of the community at both the main orchard cut and the raking up of cut grass on 10 Sept.  The shed had been treated with creosote and the picnic table and bench still needed to be treated with preservative before the end of the summer. The lower parts of the wooden entrance gate posts also need to be treated.  More research needs to be on sourcing soft rubber mats that could put down at the orchard entrance for events in wet weather.  Apple, pear and quince pruning to be carried out during Jan/Feb.  Gardening Club members had requested a practical training session on fruit tree pruning. The orchard could provide a demonstration site for formative pruning. A quote to be sought from a tree contractor to cut back the orchard hedge adjacent to Ivy Cottages. CCC to be reminded of their obligations to cut the hedges around the orchard. The new hedge shrubs should be pruned in the winter and the arisings removed from the site. | MF/LB/SL  GP/MF  SL  SM  MT/LB/MF  LB  GP  LB  MT/LB |
| 4 .Review of the Orchard Budget | An updated balance was required for the Orchard budget.  Invoices to be paid: £63.60 incl. VAT to hire 2 brush-cutters.  £32.96 incl. VAT for wood preservative, creosote and brushes.  Approved new expenditure: £120.00 estimated for pruning the orchard hedge adjacent to Ivy Cottages. Up to £20.00 for petty expenses such as providing refreshments for the Fruit Celebration event. It was noted that SB had still not received a cheque for £8.50 to re-imburse expenditure for the Queen’s Birthday event.  Income: a further £30.00 had been collected from fruit tree sponsors. Donations would be invited at the Fruit Orchard event.  Certificates and plaques for new sponsors should be produced for the Fruit Celebration on 16 Oct.  Bids for buying a grass cutter and storage pavilion were put forward at the Parish Council Budget Committee on 12 September from Community Infrastructure Levy monies. The storage building proposal needs to be worked up in conjunction with the Village Hall Committee and Parish Council. | Janet Mills/SL  MF  GP  MF  Janet Mills  SL  MF/SM  MF/SM/LB |
| 5. Any other business | It was noted that the manhole cover on the verge at the western end of the orchard was being repaired. The soft earth verge on the southern edge of the orchard had been damaged by a supermarket delivery van and a large amount of soil had been pushed into the ditch. This needed to be reported to ECC/CCC.  Following several vehicle collisions and other incidents at Howletts Corner it was agreed that ECC should be asked to address road safety concerns, for example, by re-instating the lay-by that had been sited outside “Howletts”, painting SLOW on the road surface or additional safety chevron signs. | LB/MF  LB/MF |
| 6. Date of next meeting | **Friday 3rd February 2017, 9.30am at “The Saddlery”, Mashbury Road, Chignal St James** | SB |