

# Meeting of the Trustees of Liquorice Park Millennium Green Trust 27th Mar 2024, 7:00 pm (Held – High View)

Present: Phil Cragg (Chair)      Richard Bayles      Alison Griffiths  
Penny Toone                      David Royle

		<b>ACTION</b>
<b>1</b>	<b>Apologies - None</b>	
<b>2</b>	<b>Previous Minutes</b>	
	Previous minutes (27/1/24) accepted as a true record. Proposed: AG    Seconded: DR                      Redacted version to be up-loaded to website	RB
<b>3</b>	<b>Finance</b>	
<b>a</b>	Overview - RB gave a summary of previously circulated report.	
<b>b</b>	Discussed Event contingency fund and agreed not to add any money this FY.	
<b>c</b>	AGM – Agreed to see if we could use the Vic again. Provisionally planned for 29/30 <sup>th</sup> April. AG to confirm venue booking. PC to issue required notices.	AG/PC
<b>d</b>	Expenditure Approvals; i) Approval of £3030 for Performance Area Revamp (see later discussion 9c)	
<b>4</b>	<b>Neighbours Update</b>	
	Western Boundary House on Yarborough Rd has asked if we could remove the overhanging branches over his driveway. Work partly complete but waiting for removal of skip to continue.	RB
	Western Boundary House on Carholme Rd has been sold.	
<b>5</b>	<b>Risk &amp; Safety Issues</b>	
<b>a</b>	Current areas of concern:	
	- Main Steps; Repairs on-going. One step is broken and another very close to failure. Have materials for repairing these and remaining ones needing most attention but may need more gravel for the topping up. Agreed to wait and see what we need. We have some water damage to the lower western steps (see later discussion 9e)	
	- Sunken garden Steps; Monitoring and pushing steps back if they move forward.	RB
	- Southern Boundary; see Section 9a for update.	
	- Viewing Platform; Fund for materials ring fenced. Not considered urgent but need to keep our eyes on it (regular checks carried out).	ALL
	- Pond sign and gate need replacing.	RB
<b>b</b>	Accident Report Book – AG reported no new issues.	

<b>c</b>	Signs – Supplier to provide some form of sticker to correct the spelling. Wording for caution over slip and trip hazards isn't on the new signs but is still a requirement from the risk assessments. Sign suppliers believed this to be an additional sign. AG & PT to at potential suppliers. Meeting discussed wording again and agreed the following wording, "Take Care, Un-even and slippery surfaces, steps and paths".	AG / PT
<b>6</b>	<b>Governance</b>	
<b>a</b>	Safeguarding – RB confirmed that the Policy wording doesn't require us to have specialist training.	
<b>b</b>	Land Registry name holder. RB reported Land Registry have finally responded and confirmed forms that require completing. RB still needs to get a passport photo and then he will complete paperwork.	RB
<b>c</b>	PC reported he has been reviewing the various governance sites and there are still some possible areas of Governance we need to review/address. PC to forward the financial ones to RB for review.	PC / RB
<b>7</b>	<b>IT</b>	
<b>a</b>	<u>Liquorice Park email list</u> 143 active subscribers. Last e-mail sent had an open rate of 65%. Mailchimp analytics state that for our subscribers overall 52% open e-mails often, 15% sometimes and 31% rarely!	
<b>b</b>	<u>Website stats (now based on Google analytics)</u>  Jan 2024 Unique visitors 110, Pages viewed 742. Feb 2024 Unique visitors 107, Pages viewed 441. Average per month since April 2021 is 183 Unique visitors and 441 pages viewed.	
<b>c</b>	Most visited pages in last three months were, <ul style="list-style-type: none"> <li>- Home Page</li> <li>- About the Park</li> <li>- Park Map</li> <li>- Find Us</li> <li>- Volunteers</li> <li>- Policies</li> </ul> RB reported no further at this stage in finding someone to write a more comprehensive history article on the park and surrounding area.  RB agreed to add the Facebook request for old photos, of the park, to Mailchimp and the Web-site.  PC to try local Facebook pages to see if we can get any additional information.	RB  PC
<b>8</b>	<b>Volunteers</b>	
	AG provided a summary report (attached as Appendix).	
<b>9</b>	<b>The Park</b>	
<b>a</b>	Southern Boundary <ul style="list-style-type: none"> <li>- Bus Stop Wall; Provisional ground survey carried out by LCC. Looks like work may be starting on April 2nd.</li> <li>- Low Wall; Need to re-clear the section of remaining smaller shrubs/ trees. Still intend</li> </ul>	

	to investigate the possibility of pulling remaining larger trees down, into wild copse area (winter activity). Will tackle smaller tree first.	ALL
<b>b</b>	Miss Rose's Garden – Low level edging around the path started. Also added some large stones.	DR
<b>c</b>	Performance Area – Work completed but all agreed quality was not as expected or required. Some remedial work has been done but main issues (additional gravel, with better compacting and levelling of paths) still ideally needs to be done. AG to continue to try and discuss situation with company. In the meantime it was agreed to pay for the work that has been done.	AG RB
<b>d</b>	Allotment – Work progressing well. Entrance nearly complete. Brambles removed and some initial planting of Flax. All agreed Charlie and Danielle are doing an excellent job.  Still hoping to get approval for use of Community payback labour dig trench for water tap.	AG
<b>e</b>	Paths - Woodchip, struggling to get supplies. DR to continue requests. May have to consider how we manage paths if this is an on-going problem (e.g. narrower path width, grass etc.  - Rain, Problem with heavy downpours, where water runs along the two main cross paths and then down the western steps, washing them away. Culverts cut under the new woodchip don't work. Agreed to initially look at cutting a dip into the paths at certain points to direct the water down the slope.	DR DR/RB
<b>f</b>	- Bench's; Received two requests for memorial benches to be placed in the park. All approved, with one just below the top meadows (where previous discussed "perching bench" was to be placed), and one replacing the current stone wall which is regularly vandalised. Benches must be reasonably substantial and fixed firmly to the ground. PC to respond back to the doners to get their views.	PC
<b>g</b>	- Open Day, provisionally planned for Sunday 23 <sup>rd</sup> June. Charlie and Danielle are organising along with help from Mel.	
<b>10</b>	<b>Any Other Business</b>	
<b>a</b>	Letter received regarding the Sunken Garden Cone refurbishment. Letter included potential options to complete the work. Trustees agreed we should carry on with original plan of sticking the tiles on as they have started. AG agreed to follow this up.	AG
<b>b</b>	Request from WI to take part in an Open day at the Grandstand. AG agreed to respond thanking them for the invite but declining the invitation.	AG
<b>c</b>	Art Student Project. PT has planned meeting on 28/3 to find out more details. Planned for 8/9 <sup>th</sup> May. RB offered to put something on the park website if/when we get details.	PT
<b>d</b>	Dawber Gardens have agreed to have the small (Cian) seat which was in the orchard.	AG
<b>e</b>	Removal of large bin at top of Eastern Steps doesn't seem to have caused an additional littering problem, so far!	
<b>f</b>	Dead hedges, RB raised concern over the un-finished ones and the repair of the Herb Garden hedge. Allotment hedge is ongoing, but the top meadow hedge needs filling still. AG to request that the conservation volunteers work on the Herb Garden hedge when they are here in May.	AG
<b>11</b>	<b>Next Meeting</b>	
	Date agreed – AGM Provisionally 20/3/24 at 7:00 pm	ALL

## **APPENDIX 1**

### **LIQUORICE PARK MILLENNIUM GREEN TRUST**

#### **Volunteers Report**

20<sup>th</sup> March 2023

#### **Alison Griffiths – Volunteer Co-ordinator**

Despite wet slippery conditions, volunteering has continued, despite having to cancel more frequently than usual, keeping average attendance.

Remedial work has started on the waterlogged paths with a small delivery of desperately needed woodchip donated by Continental Landscapes.

Three referrals from Network are regularly volunteering – Sally who has been coming for several months, Eva (carrying out a wildlife survey) has attended for several weeks and Nathan an autistic 20 year old has come twice so far with great success helped by our great team of volunteers.

Tomas King has come back after an absence of 18 months, and it was rewarding that another young ex-volunteer came to help while on a visit from Cardiff to visit his parents. It is always satisfying when our young volunteers make the effort to show their appreciation for what their time spent in the park has done to help them move on.

The turnover of volunteers remains about the same. Fortunately a steady stream of new volunteers of all ages continues to replace those that leave for various reasons.

The Lincolnshire Conservation Volunteers are attending on May 19<sup>th</sup> and I am currently negotiating with the Probation Service to send their “service users” to carry out some of the hard work needed on the paths and to dig out a trench for the water pipe.

Charlie and Danielle are making good progress with the allotment, despite the difficult working conditions.

Generally all is going fairly well with plenty of tasks to keep all the volunteers motivated.