Pynes Community Orchard Working Group

Ide Parish Council

Minutes of a meeting held on 31 October 2018 , at 5.30 pm at The Halt, 1 Station Road, Ide

1. **Present:** Peter Cloke (chairman), Nick Bradley (chairman IPC), Andy Bragg, Mel Liversage (parish clerk), Trevor Gardner, Phil Willcock, Richard Sharman.

2. **Apologies**: Carolyn Tysoe, Julian Perrett, Mark Thomas.

3. The final version of the **minutes** of meeting held 19 Sept 2018 was approved for circulation and posting on the website. Action Nick and Mel.

4. Action points from minutes of last meeting were reviewed and minute items 4, 5, 7, 8, 10, 12 were seen to have progressed.

5. In particular, the **licence to occupy** the Orchard, and to use it only as a private orchard while under licence, was completed, with Andrew Bragg as the licensee, on 29 October 2018 as planned, following authorisation by Ide Parish Council on 19 Sep 2018. A letter of undertakings between AB and the IPC had been also agreed and signed.

ML confirmed that the rent of £544 plus VAT has been paid (50% by PCOWG and 50% by AB). ML also confirmed that S&P’s fee of £300 plus VAT had been settled by PCOWG from donations received. Both AB and the PCOWG can reclaim VAT respectively. The subtenant had been informed and had removed her horses and equipment. PC will arrange for the access gate to be secured with a padlock.

Action: PC

6. The item (6) on **water supply and metering** has yet to be answered.

Action: Nick

7. The item (9) on next drafts of the **prospectus and a publicity leaflet** has yet to be progressed. Action: Peter and Mark

8. The item (11) on conducting an **ecology assessment** prior to restoration work has yet to be progressed. Action: Julian

9. **Three year option to buy contract**. NB has arranged a meeting in Ide with Mark Herrod (CCs) and Victoria Jarrad (S&P) on Monday 3 December 2018, at which we hope to finalise this contract. Once we have this, signed, we will be in a position to approach people and organisations for funds. NB has requested that Strutt & Parker provide us with a draft Heads of Terms for a three year option to buy contract, well before 3 Dec, to allow us to consider it and take expert advice.

We discussed and agreed the specific issues of importance for a community orchard that we would wish to include in such a contract. We await the draft. Action: Nick.

10. PC and AB outlined their plans for this winter’s initial restoration work, which will start as soon as an ecology assessment and report has been made. AB will arrange a half day on site for initial work in early December.

Action: Peter and Andy

11. **Long term plan.** We discussed the potential options for a long term structure, which would give the optimal format for successful fund raising, and for the long term curation and running of the orchard. We agreed that there was sufficient prospect for selling some of the apples to expect the Orchard “to trade”; and that some form of incorporation was likely to be helpful. TG and PW agreed to write a paper appraising the options, and making a firm recommendation to the next meeting.

Action: Trevor and Phil .

12. **Next meeting:**

**Monday 3 December 2018 at 6.30 pm** - this meeting to be followed by supper to which partners will be welcome. Venue: The Halt, 1 Station Road, Ide.

END

Approved at meeting 3 December 2018

[minutes PCOWG 31 Oct 2018.docx]