**PAPER 1**

**Pynes Community Orchard Working Group**

Ide Parish Council

Draft Minutes of a meeting held on 3 December 2018 , at 6.30 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, Carolyn Tysoe, Mark Thomas, Julian Perrett.

2. The final version of the **minutes** of meeting held 31 October 2018 was approved for circulation and posting on the website. Action Nick and Mel.

3. The **gate** has been secured with a combination padlock and chain.

4. No word yet received on **water supply and metering**. Agreed that Andy Bragg will approach CCs and Richard Parr (as the tenant of Pynes Farm Yard where the water meters are sited) to:

 - determine the serial number of the meter for Pynes Victorian Orchard

- find out the reading on the meter

 - and to ask that the stop cock is turned off as we require no water

 Action: Andy

5. Latest mock up of **prospectus** was shared.

a) Agreed that Mark will invite TG and PW to add a section about the recommended future organisational structure, then re-circulate a PDF version to group members; with a view to presenting a full proof to the next meeting. Action: Mark

b) Agreed that Mark will revise the **flyer** in same manner. Action: Mark

6. Julian gave a verbal ecology report on the **state of apple trees and field**. There are three types of tree:

 - fallen , dead and bare: saw up

- fallen, dead with lichen: leave in situ

- standing or fallen, alive, fruiting : restore with pruning and clearing

 surrounding area

 Agreed that Julian will mark the trees to be sawn up with easily visible paint marking. Action: Julian

Agreed that the bramble clumps can all be removed. Action: next work session.

7. **OPEN DAY.** Agreed Peter Cloke will contact Charles Staniland to arrange a date for an **open day** for a pruning demonstration in January or February, which will be advertised on Facebook.

 Action: Mark to do a Facebook page

 Action: Peter to arrange Charles Staniland pruning day

8. **Three year option to buy agreement**.

NB met in Ide with Mark Herrod (CCs) and Victoria Jarrad (S&P) on the morning of Monday 3 December 2018. Draft Heads of Terms (HoT) had been sent to us on Thursday 29 November, too late for our solicitor Kit Mordaunt to review in time for 3 December. Peter and Nick had reviewed the HoT, with initial comments; and had requested a site plan, not included with the HoT.

Agreed to await solicitor’s comments and site plan; then respond to S&P ourselves, incorporating the solicitor’s comments with our own.

 Action: Nick.

9. PC and AB reported on the successful morning’s restoration work conducted on 1 December, when the ground was walked; a discarded fridge freezer identified along the western hedge; two dead trees at eastern end sawn up; and black thorn cleared from three other live tree surrounds at eastern end. Agreed saw up marked trees in January at a second restoration work session, date TBA.

 Action Peter and Andy.

10. **Long term organisational structure.**

TG and PW presented their paper (attached to these minutes) for discussion. They recommended incorporation. This would then narrow the choice down to two options:

 - Community Interest Company or

- Community Benefit Society

Both tended to favour a Community Benefit Society because it is simple; it fits our profile of a community project which can trade; and it would qualify the Orchard for the Enterprise Investment Scheme (EIS). TG & PW asked members to study their paper over Christmas; email them with comments or queries; and come to the January meeting ready to make an informed decision. Action: ALL

11. **Next meeting:**

**Monday 21 January 2019 at 6.30 pm** . Venue: The Halt, 1 Station Road, Ide.

END

[draft minutes PCOWG 3 Dec 2018.docx]