

DUNKELD and BIRNAM at THE FIELD  
11/5/18  
MINUTES OF TRUSTEES MEETING  
TUESDAY 24TH APRIL  
ST JEROMES, DUNKELD

DRAFT

- 1.
  2. 1 - PRESENT – Linda Simpson, Maddy Hand, Sarah Davidson, John Small, Jim Cockburn, Dave Roberts, Raymond Simpson, Sandy Howe, Robert Gunn.
  - 3.
  4. 2 - APOLOGIES – Elspeth Baillie, Dave Amos, David Bee.
  - 5.
  6. 3 - MATTERS ARISING FROM LAST MEETING - The minutes of the previous meeting were agreed.
  - 7.
  8. 4 - UPDATE ON MEMBERSHIP – Dave Roberts reported that currently there are 81 continuing members, plus three new members – Paul Anderson, Marjory Anderson and Alan McCombs.
1. 5 - FINANCIAL POSITION – Jim Cockburn reported on the position as at 16<sup>th</sup> April:

Bank Balance - £17398.88

INCOME - £1265 of which-

Membership subscriptions - £1200

Donations - £30

Produce Sales - £35

EXPENDITURE - £6500.00 which includes-

Polytunnel (Structure) - £5500

Soil Association Membership - £580

Seeds - £260

Administration Costs - £215.

Bank Card – No further progress.

6 - ADMINISTRATION ISSUES.

PRIVACY AND DATA PROTECTION -

Dave Roberts reported on changes to the General Data Protection Regulations (GDPR) which comes into effect on 25<sup>th</sup> May and their effects on voluntary organizations.

He intimated that all computers we use for official business will need to be password protected and that Members will need to be asked to agree that the organisation may hold their personal data. It was agreed that the annual membership forms should be amended to include this requirement.

The meeting agreed that our response to the new regulations should be proportionate to the size of our organisation whilst acknowledging that large organisations risk substantial fines upon breach of these regulations.

Action – John and Dave to ensure that the e-mail list of members is kept accurate and up-to-date.

#### SAFEGUARDING –

The meeting discussed the safeguarding of potentially vulnerable persons either visiting or working at The Field.

Raymond has the policy responsibility and will add updates when necessary.

Whilst it was acknowledged that recognising and defining a vulnerable person had its difficulties, the meeting agreed that -

- a) Older persons needed particular care.
  - b) People under 16 years of age attending The Field should be accompanied by an adult.
  - c) Trustees would not need to undergo disclosure checks.
- i)

Dave Roberts submitted the following written statement for inclusion into our Safeguarding Policy -

“If any Trustee becomes aware of any possible safeguarding issue at The Field, they will raise it at the next available Trustees meeting under the Safeguarding item on the agenda.

If any person attending The Field becomes aware of any safeguarding issue, they can raise it through the complaints procedure or by notifying a Trustee.”

NOTIFIABLE EVENTS – None reported

POLICY FILE - Dave Roberts to continue to update

WEEDS ACTION UPDATE - See below

GROW PROJECT UPDATE – The Field has agreed to participate in this project. We await further information from the Coupar Angus gardening project.

HIP SHIRE VOLUNTEER EVENT – Dave Roberts reported that he was unwilling to nominate anyone for this event and it was agreed to take no action this year.

COOP FUNDING -

Dave Roberts reminded the meeting that The Field were in receipt of a Coop donation in each of the last two years and asked whether we should seek a similar donation in 2018.

After discussion it was agreed that Linda would make enquiries to see if there were other possible recipients locally.

7 - THE FIELD -

UPDATE ON PROGRESS – Because of the cold weather, the bulk of the outdoor sowing and planting has not begun. With onions and potatoes considered to be the most urgent it was agreed that John would prepare photos and associated notes to place on Twitter with a view to encouraging young volunteers to attend an onion planting fest on the following Thursday. Indoor sowing in the small poly-tunnel is virtually complete.

NEW POLYTUNNEL – Sandy reported that the new poly-tunnel would arrive on the following Thursday and he requested that as many people as possible attend in order to help offload the structure from the lorry. Installation of the poly-tunnel is expected to occur in about two weeks after delivery. Sandy will order 60 bags Postcrete from Wickes.

SLUGS – Linda confirmed that slugs inhabiting the compost bins would do no harm when the compost is subsequently used in the garden. Volunteers will be encouraged to adopt their own particular method of slug disposal.`

WEEDS – Robert submitted his note and photos on particular weed control at The Field. John will arrange to have it laminated for display in the shed.

COMPOST – Dave Roberts presented a detailed list of all the various compost, weed and loam piles located at the Southern side of The Field and their Use By Dates. This to help in their future identification.

SKIP- Dave Roberts reported on the discussion he had had with a Council representative on the costs and feasibility of having a rubbish skip placed within the gates of The Field. Because of the substantial cost involved and anticipated access problems over the soft ground at the gate it was agreed to postpone any decision on the issue until the Summer.

SHORTENED VEGETABLE PLOTS – Linda sought suggestions from the meeting on how to make good use of the unplanted areas which will exist as the result on our earlier agreement to shorten some of the growing plots by 10 metres. She presented four possible sowing mixes for discussion and it was agreed to sow both a Legume and Herb Mix and a Buffer Strip Grass Mix for 2018. Action – Linda to order the seed mixes.

8 - KITCHEN GARDEN – Sandy informed the meeting that most of the plots had now been sown or planted out. Soil temperature is now at 10°C.

9 – FLOWERS – Maddy reported that flower sowing was complete, the hardy annuals had germinated and that a batch of Cuckoo Flower would be planted in the bed near the gate.

10 – SELLING/HARVESTING – A large amount of kale is still available for harvesting from Plot 8. The Purple Sprouting Broccoli has started to produce and some leeks are still available. A small amount of produce is still being offered at the gate.

#### 11 – SUSTAINABILITY/BIODIVERSITY -

WATER USE - To improve upon the sustainability of our work at The Field and in particular our use of water, it was agreed to amend our current practices as follows -

To stop using running water for cleaning tools etc and to use either a filled trug or, better still, to use a dry scrubbing brush.

To make better use of the water butts in preference to tap water whenever possible.

Action – Linda to buy strong cleaning brushes, Raymond to repair identified leaking tap.

USE OF PLASTIC MEMBRANE - John presented a communication he had received from a neighbour and Field Member regarding our obvious and visible use of plastic membrane at The Field.

Discussion followed on the necessity and/or sustainability of our continued use of plastics at The Field and it was agreed to continue to explore suitable alternatives. In the meantime John will post a reply, conveying the following points -

We use much of our plastic membrane for effective weed control thereby saving on the use of herbicides.

Much of the membrane is reused every year.

The use of plastic membrane is common in modern agricultural practice including organic growers.

We use biodegradable bags at our produce stall.

PERMACULTURE CONFERENCE – Dave Roberts informed the meeting that the date of the conference was 1<sup>st</sup> June 2018 and that he would email details to members for interest or attendance.

12 – NEXT MEETING – Tuesday 22<sup>nd</sup> May at The Field. 7pm