

**MINUTES OF GENERAL MEETING OF FRIENDS OF CEDARS PARK
HELD AT 11AM ON SATURDAY, 20 OCTOBER, 2018 at CEDARS PARK CAFÉ**

Present:

Pam Hallesy - Green Spaces Volunteer Coordinator
Jenny Sowter - Cedars Park Team Leader

Apologies:

Friends' members present: Andy Massey, Brett Frewin, Les Phipps, Sue Sowter, Tim Sowter

Also present:

		Action
1.	<p>Welcome and Introductions</p> <p>PH opened the meeting at 11.08am. PH checked all Friends had a copy of this meeting's agenda and the previous meeting's minutes. PH explained that unfortunately this would be her final meeting with the Friends of Cedars Park as she has resigned from her role at Broxbourne Council, and that JS will inform the group once we know what the new arrangement will be.</p>	JS
2.	<p>Actions arising from minutes of previous meeting</p> <p>PH gave a recap of the actions addressed at the previous meeting. JS added the Venusberg refurbishment is yet to begin but is due to commence in the coming days.</p> <p>PH and JS reiterated that we have taken on board the feedback that posters are not clear enough and so the Make A Difference Day posters have been displayed in the larger A3 size. BF asked where this Friends meeting had been advertised; JS explained as PH would be leaving we had not attempted to invite new members to the Friends group if there was to be a natural pause during the transition period. The Friends expressed an interest in the continuation of meetings during this period; JS to facilitate.</p> <p>A discussion continued in relation to the most effective placement of event and meeting posters; AM suggested a large poster by the pedestrian entrance and another large one by the main gate, and that perhaps a space could be incorporated on the park closing times signs once they are renewed. TS added that it may be beneficial to have a freestanding poster near the large park map at the entrance. BF suggested he has a contact who may be able to provide banners to advertise Cedars Park events; JS to find out what the protocol is for this.</p> <p>PH continued overview of past actions and explained we had not identified an area of the park suitable to create a wildflower meadow; JS added that the three beds along the CNC wall would be planted with bulbs and more wildflowers on Make A Difference Day. JS suggested putting forward the idea of making the long bed along the CNC wall into a wildflower bed; LP suggested considering turfing over the three beds and having one long wildflower bed along the wall. JS to put forward all suggestions.</p> <p>The floor asked if there was any plan to have the stream running again on the pond with a recirculation system; JS to find out.</p>	JS JS JS JS
3.	<p>Treasurer's update</p> <p>PH reiterated that we have got in contact with the previous Treasurers and Secretary who have also both resigned for various reasons but have been very cooperative and helpful. We have access to the Friends group finances and online account and can confirm all is correct; account is in a suitable position for a new Treasurer to take over. PH explained we would have to establish which funds in the account relate to HLF funding and which were raised separately by the Friends group. 50% HLF money currently outstanding; JS to assist in facilitating the handover of the project. BF asked if the Friends would be liable in a situation whereby past payments were not made, PH explained this would not be the case.</p>	JS
4.	<p>Events</p> <p>Make A Difference Day Saturday 27 October 10.00am – 2.00pm, meeting outside the café at 9.45. Bird box making (limited availability, first come first served, sign up at 9.45), creation</p>	

		Action
	of wildflower beds, bulb planting and tree works. Also starting that day is Cedars Nature Centre's Halloween Spooktacular event, which runs until Sunday 4 November.	
5.	<p>Management/action plan update</p> <p>PH gave overview of the current Management Plan and Action Plan, and explained that JS is working through the Action Plan to ensure targets are either met or carried over into the following year's plan. JS gave a brief overview of some targets of the Action Plan and the ways in which some have been met, such as the brilliant work the previous Chairman had carried out transforming the compound into a pollinator sanctuary. The Friends group play a vital role in the development of these plans and this will be a regular agenda item at all future meetings.</p>	JS
6.	<p>Green Flag 2019</p> <p>PH reminded the Friends that if they wished to they could take on the planning and running of a celebration event for July/August following the official announcement of a successful Green Flag.</p>	
7.	<p>Available roles</p> <p>Chair / Secretary / Treasurer</p> <p>PH explained the three main roles of the Friends committee are still available; AM expressed his interest again in the role of Chairman. BF asked if previous members would be interested in becoming involved again; PH explained we had been in contact but due to time restraints they would not be able to.</p> <p>An Annual General Meeting was arranged for Saturday 17 November at 11.00am; however for various reasons it was felt that this may be slightly premature and so the AGM will be temporarily postponed. Details of the AGM will be made available to all Friends and park users with adequate notice to allow all to attend and/or to stand for nomination. The meeting on Saturday 17 November will still go ahead as a normal meeting, but has been adjusted to 10.00am in the meeting room.</p>	<p>JS</p> <p>JS</p>
8.	<p>Volunteer update</p> <p>The next volunteer task is Make A Difference Day; Friends volunteer tasks will continue to be arranged after this event. Please encourage friends and family to come along and take part, either in tasks or in assisting with coordination. Lunch and refreshments are provided, and all participants will receive a certificate.</p>	All Friends
8.	<p>Any other business</p> <p>AM commented that the park is still not being opened at 7am at the weekends; JS explained it was reported previously but there have been some staff changes in street cleansing so will report it again. AM also commented that the park does not seem to be fully cleansed of litter in the mornings at the weekend. PH reiterated that JS will be carrying out extra litter picking over the weekend to keep on top of the increased litter but JS will report that the morning litter pick does not seem to be fully carried out.</p> <p>BF suggested he would be happy to do some litter picking when walking his dog in the mornings if he could have access to equipment. JS thanked him for this kind offer and a discussion took place regarding an appropriate place to keep this equipment; the entrance of the café was suggested. The Friends discussed keeping a log of these hours to keep track of overall volunteering in the park. JS to put forward all suggestions.</p> <p>AM suggested that the regular music in the park is missed during the Summer months and the floor agreed they would like to see the return of this. PH and JS explained that any such events would have to be self-funding and so the Friends would be key in finding ways to make these events sustainable. The floor also suggested that they would like to host re-enactments again and perhaps the outdoor cinema. A discussion took place regarding suggestions for making events self-supporting, such as charging for events or engaging companies for sponsorship. JS to put forward ideas for consideration and find out which are feasible.</p>	<p>JS</p> <p>JS</p> <p>JS</p>

		Action
	<p>PH reiterated that any questions relating to the flat at Cedars Park should be directed to Badger BC Investments LTD:</p> <p>badgerbcinvestments@broxbourne.gov.uk</p>	
9.	<p>Date of next meeting</p> <p>Saturday 17 November at 10.00am in the Meeting Room. All welcome, please encourage friends and family members to attend.</p> <p>JS and PH thanked the Friends for attending, and for their input and involvement.</p> <p>Meeting closed 12.31pm.</p>	JS/All Friends