

**MINUTES OF GENERAL MEETING OF FRIENDS OF CEDARS PARK
HELD AT 6PM ON WEDNESDAY, 26 SEPTEMBER, 2018 at CEDARS PARK CAFÉ**

Present:

Pam Hallesy	- Green Spaces Volunteer Coordinator
Jenny Sowter	- Cedars Park Team Leader
David Elton	- Cedars Park Café
Stuart Short	- Cedars Nature Centre
Russ	- Parks Patrol
Graham	- Parks Patrol

Apologies:

Friends' members present: Roy Gibbs, Nigel Taken, Steve Mann, Les Phipps, Tim Sowter, Sue Sowter

Also present:

		Action
1.	<p>Welcome and Introductions</p> <p>PH opened the meeting at 6.21pm. PH and JS introduced themselves and gave an overview of their aim to re-establish the Friends group. PH checked all Friends had a copy of this meeting's agenda and the previous meeting's minutes.</p>	
2.	<p>Actions arising from minutes of previous meeting</p> <p>Minute no. 6: Role descriptions were sent out along with the minutes from the previous meeting. We have contacted the Treasurer, everything in order, hand over in progress. No response from Chairman at this time. Minute no. 7: Initial contact made with groups, will follow up and develop. Minute no. 8: Street Cleansing Supervisor informed of weekend opening time. Extra litter picks will be carried out where resources allow. Duckweed is decreasing due to the drop in temperature and nitrates. New tenant in Cedars Park flat.</p> <p>PH asked if all were happy the minutes were accurate; DE proposed, SS seconded.</p>	
3.	<p>Treasurer's update</p> <p>PH explained 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; current balance is £488.96 and account is in a suitable position for a new Treasurer to take over. 50% HLF money currently outstanding; PH and JS to liaise with previous Chairman regarding the handover of the project. DE mentioned he has some funds for the Friends Group from the sale of guide books and jam, produced by the previous Chairman for which we are very grateful.</p>	PH/JS/ DE
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 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. The Friends then went on to discuss how they can be involved with the Easter Event 2019; all ideas welcome and event will be discussed at future meetings.</p>	
5.	<p>Management/action plan update</p> <p>PH gave overview of the current Management Plan and Action Plan, explained it should be on the Council website along with the minutes and will check and if not, will make sure these are made available. 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>	PH/JS
6.	<p>Green Flag 2019</p> <p>The floor asked what a Green Flag award is; PH explained it is a recognised industry standard that only the best kept parks achieve. Parks are judged against 27 stated criteria and need to reach a target score to achieve this award. Full judging takes place every two years with a mystery shop in-between; in 2019 Cedars Park will be mystery shopped. PH and</p>	

		Action
	JS asked if the Friends would like to take on the planning and running of a celebration event for July/August following the official announcement of successful parks. The floor asked where they would find the criteria for the award; PH explained we use these criteria as the basis of our Management Plan and they are all listed as part of the plan.	
7.	<p>Available roles</p> <p>Chair / Secretary / Treasurer</p> <p>Floor questioned if Andy Massey had confirmed any further interest in the role of Chairman, JS said although communication had taken place there had been no official register of interest. At this point, SM came forward and offered to take on this role. PH and JS thanked him for this offer and explained the procedure is for all roles to be available for election at AGMs only, so it was decided that any interested parties in any of the roles should be requested to register their interest at the next meeting and that an AGM would be arranged for the following month for these roles to be elected. Role descriptions were circulated with the last minutes and will be included with the distribution of these minutes. Any questions regarding these roles, please contact PH or JS.</p>	PH/JS
8.	<p>Volunteer update</p> <p>At the request of the Friends at the last meeting, a volunteer task was organised, advertised and arranged for Saturday 1 September but sadly attendance was zero. It was therefore decided to concentrate volunteering at this time to the upcoming Make A Difference Day, and that further tasks will be organised after this event. Please encourage friends and family to come along and take part. Lunch and refreshments are provided, and all participants will receive a certificate.</p>	All Friends
8.	<p>Any other business</p> <p>DE and SS raised concern that events and activities were not receiving adequate promotion and that most park users were unaware of key dates. JS explained we have taken on board suggestion at previous meeting that posters should be bigger/clearer and are improving on this for future promotion. SS asked about the current situation of the Friends facebook page as this has over 700 followers and is an excellent tool for promotion. PH and JS will make contact with the previous Chairman regarding the transfer of the page. The Crocodile pub has kindly offered to assist with promotion of our events, as well as CNC and DE offered to promote in all his cafés. Any further ideas on promotion would be welcomed.</p> <p>Concern was raised for the welfare of the bees, PH and JS to address this concern.</p> <p>At this point in the proceedings, the meeting was handed over to Parkguard, who gave a brief talk explaining their role within the community, how the Friends and the general public can assist and their hours of availability (approximately 11am – midnight). Parkguard contact number: 07974 696931. Outside of these hours, please use emergency service numbers.</p> <p>SM asked if there was an update regarding the flat; PH said as per the previous minutes, any questions should be sent to Badger BC Investments LTD:</p> <p>badgerbcinvestments@broxbourne.gov.uk</p> <p>A discussion then took place about encouraging more people to attend future Friends meetings and a suggestion from the floor was to try a weekend meeting. This was agreed by all.</p>	PH/JS PH/JS
9.	<p>Date of next meeting</p> <p>Saturday 20 October at 11.00am in the Meeting Room adjacent to the toilets. All welcome, please encourage friends and family members to attend.</p> <p>Meeting closed 7.20pm.</p>	PH/JS/ All Friends