



Minutes of Oxtun Society Committee Meeting 7th November, 2023, 19.00 St. Saviour's

Present:

Chris Jarrey	(CJ)	(Chair)
Jeff Willis	(JW)	(Vice Chair)
Griff Round	(GR)	(Treasurer)
Alan Chape	(ATC)	(Conservation and Partnership)
Bob Knowles	(BK)	(History Group)
George Harrison	(GH)	(Tree Group)
Steve Weber	(SW)	(Planning)
Dominic Wilkinson	(DW)	(Planning Lead)
Don Firth-Williamson	(DFW)	(Business Liaison)
Lis Stafford	(LS)	(Secret Gardens)

In attendance Duane Chong (DC)

- 1. Apologies** were received from John Field, John Heathman, Annette Capper, Heather McGrath, Carla Walker, Allan Brame
- 2. Approval of minutes.** The minutes of the last meeting were approved.
- 3. Secret Gardens**

LS updated with main points

 - The roles of Garden Recruitment and Artisan Stall overseer have been filled. The important Hub Refreshments lead is still vacant. **Action LS** and **Kirsty** to consider idea of "jobs advert" in next newsletter.
 - The charities are confirmed as Shaftesbury Club, Women's and Child Refuge and Friends of B Kennels
 - The mayor has been invited
 - Commercial rubbish disposal and merchandise under discussion
 - WBC road closure fees to be queried via AB **Action JH**
- 4. Conservation and Planning and Trees.**
 - Ashton House. DW has met with residents from Kent St/Alton Rd who are generally supportive of our response. The wider site is now available and the developer has been notified. Planning report for newsletter to follow. **Action DW**
 - Tree report. As per report submitted. Duane Chong attended and confirmed taking on role of Tree Coordinator and joining committee as co-opted member. A further member of the team is still required. **Action GH** to help DC with handover. **JH** add DC to mailing lists etc. **ALL** Search for another team member
 - Tree Review **Action ATC** to check with WBC on progress.

5. Finance

- a. Disaster Planning for finance data to be arranged. **Action GR and JH**
- b. Signatures for HSBC account to be updated. **Agreed** that Steve Ferguson and Jane Horton are no longer on committee and need to be removed and that John Heathman (Secretary) be added to HSBC cheque signature bank mandate.
Action GR
- c. Agreed the sum of £500 be donated to Dave Barden's Red Cross charity

6. AGM de-brief and Revised Constitution

- a. The Committee congratulated JH and BK on the excellent planning for the meeting and smooth execution of the well-attended event including changes to constitution, slides, refreshments and speaker.
- b. **Agreed** that the PA system should be used in future
- c. Noted that the speakers' slides should be publicised and posted on the website.
Action JH/JW
- d. The proposed revisions to the Constitution had been agreed unanimously and the changes can now be shared with the Charity Commission. **Action JH**

7. Community items

- a. **Communications.** (CW). The next newsletter will be distributed in January. Revised deadline for copy including committee bios is now Nov 17.
- b. **Business engagement.** DFW reported that no agreements had been reached on business contributions to rubbish removal. A Business Bulletin had been distributed and all Business Reps were urged to collect raffle prizes and donations for Xmas Lights.
- e. **Xmas Lights.** The mayor, choirs and the Salvation Army are confirmed. The "emergency" all members' email asking for more volunteers had produced a good response and satisfactory cover is expected. A JustGiving page had been opened. There will be no artisan food stalls this year.
- f. **Hanging baskets.** John Booth's retirement as HB Coordinator noted, so we need a new coordinator. **Action All.** Phil Booth is retained to maintain watering system and brackets. Baskets will come down on Nov 11 and a some of committee will be helping. **Agreed** that order for 50 baskets for 2024 is placed **Action JW**

7. Sub-group reports:

- a. **Friends of The Arno.** As per reports sent out.
- b. **History.** The History Group minutes were received and it was noted with regret that Oxtun Books would be closing. The History Archive would be re-located to Wellington Rd and it was agreed that £240 would be provided to cover 12 months storage costs while we find an alternative location for the archive. **Action GR/BK.** It was agreed that Helen Dansen be invited to a future meeting of the Officers to explore possible outlets for history material through social media. **Action JH/BK**
- c. **Membership.** It was agreed that JW would take over Membership Secretary duties while a new secretary is recruited, which would be helped by simplifying the database and streamlining jobs such as gift aid paperwork. It was agreed that in addition all new members and renewals would **have** to pay by Standing Order. Officers would discuss various ways of coping with dissenters and make further proposals to the committee.

8. AOB.

- CJ agreed to produce an article for a future newsletter on Swift Boxes.
- Prize for student for Oxtun conservation project to be considered further.
- Re-painting of Victorian street signs to be considered.
- Agreed that detailed discussion on SG would be with Officers then report to committee as appropriate.

9. Date of next meeting Tuesday 3rd January, 7pm at St. Saviour's (tbc)