MEETING OF THE
COMMUNITY GARDEN COMMITTEE

Tuesday 27th January 2026 at 6pm
Main Hall, Old School Building, Main Street

Present: Cllrs Y Greenfield (Chair) T Hazard and J Johnson
In Attendance: J Sherrin (Clerk) D List (Grounds & Amenities Manager) C Helmore and J Major

DRAFT MINUTES

26/0106 **Apologies for absence** – Cllrs H Chadbourne-Doyle and L King

26/0107 **Council members' declaration of interests for items on the agenda** - None

26/0108 **Minutes from meeting October 28th 2025** - Approved as a true record and signed by the Chair

26/0109 **Overview and updates** – Garden had its official opening on December 6th 2026, attended by Michael Payne MP and GBC Mayor Kyle Robinson-Payne

26/0110 **Outstanding issues / snags**

i. **Yew tree berries on bench** – DL to cut back hard in the spring
ii. **Timer switch for lights –** Remains difficult to set. To try again and consider phone App based timer as alternative.
iii. **Finger posts –** JS Liaising with contractor to resolve
iv. **Hopscotch numbering –** Numbers to be painted in the spring
v. **Bulb planting –** See what comes up and how it looks. Planting will be in September. To involve school in any planting.
vi. **Gates –** Have been removed and repaired, awaiting power coating
vii. **Top up seeding of grassed areas** – DL to do in mid-March with seed provided by contractor
viii. **Any other items not listed –** Some areas in need of weeding. Pop-up flags – agreed for tubes to be sunk into ground for flags to go into as alternative to plastic bases. DL to action. Noticeboard doors are sticking and catch not lined up. JS to follow up and to request Operations and Maintenance (O&M) Manual via Project Management team.

26/0111 **To consider decorating deer for themed events** – Suggested as per the horses on Colwick roundabout. Not supported

26/0112 **To consider a booking request system and policy** – Ability for the canopy space to be reserved considered. Noted as part of funding agreement it is not chargeable and needs to be open to all. Agreed consideration needs to be given to potential disturbances such as noise, music and parking when facility is in use and that there should be a lead person to make a reservation. Exclusive use cannot be guaranteed. JS to research further and draft and circulate a booking policy.

26/0113 **Maintenance plans and requirements –** Weeding needs to be carried out. DL to action. JS noted there will be maintenance requirements for the specific items, such as regular gutter clearing of the canopy. These will be stated in the O&M manual and needs to be built into a maintenance programme.

26/0114 **Longer term plans for the area / funding** – Quote for tarmac of carpark being sought to enable grant applications. Cladding of brick planters to go to Amenities Committee for decision.

26/0115 **Choice of existing committee for future Community Garden issues** – Proposed to add to Amenities Committee's Terms of Reference.

26/0116 **Village centre development** – JS gave an update following attendance at Clerks' meeting at Gedling Borough Council. Requested further information regarding the £20m Greater Carlton Towns Fund. Will circulate once received. J Major and C Helmore expressed an interest in being involved Village Centre Development. J Major interested in being a Board member of GCT Fund.

26/0117 **Formal closure of committee and thanks** – C Helmore offered assistance from L Helmore on getting together a group of gardeners to assist with ongoing care of the new facility. Suggestion of "community fridge" made by J Major for items from the Allotments or similar. To be explored. C Helmore and J Major were thanked for their input and contributions over the past 7.5 years to see the community garden's completion.

Meeting closed 7:00pm

Signed:_____ **Date:_____**

Chair of Community Garden Committee