

FRIENDS OF PUTNOE WOOD and MOWSBURY HILLFORT

Minutes of the General Meeting held on 19 March 2024 via Zoom.

Members present: Lynn Caudrey, Jon Bishop, Martin Fannon, Sue Fannon, Anne Lilliman, Mick Lilliman, Dave Parratt, , Peter Stathers, John Wallace, Marion Wallace, Chris Wedge, Helen Wilkie, Andy Wilkins, Allison Wilkins.

1 Apologies for absence were received from Diana Readhead.

2 Minutes of last meeting held on Tuesday 23 January 2024 and Matters Arising.
The minutes were agreed as an accurate record. There were no matters arising.

3 Update from Country Park Guardian.

Jon noted that the ground was very wet on both sites. In Putnoe Wood, the recent work clearing mud and leaf litter from paths had been aided by the Saturday afternoon volunteers. At the start of the next financial year, Jon will order a one tonne bag of gravel to be spread over the paths.

The fence along the golf driving range needs repair and raising in height. The management of the range is in the hands of a new contractor, Greenwich Leisure Limited (GLL), who replaced Fusion. Dave will contact Ravensden Parish Council with a view to setting up a meeting with the Council, Jon and GLL to address issues about the fence and the need to replace old warning signs.

4 Future Tasks and Events

John Wallace presented his report.

Putnoe Wood

- Replace one bench with rotten posts on centre ride, eastern end.
- Trim back invasive growth along path edges.
- When available, spread gravel along paths.
- Clear wind debris.

Mowsbury Hillfort

- Brushcut growth left to overwinter. Jon hopes that volunteers from Hillrise may be willing to assist the Friends with this, and also assist with the autumn brush cutting.
- Remove debris from the moat and ponds when water level drops.
- Install new benches. Peter reported he had been trying to contact the financial donor to explain what we are planning to do once ground conditions allow but had received no reply. Helen has timber for the seats and Jon has to buy the posts.
- Chip arisings once ground conditions allow for machine to be brought to site.

Jon commented on the success of the two Saturday afternoon sessions. There had been a good attendance from new volunteers, 6 of whom had requested forms to join the Friends which Helen has sent out.

5 Financial Matters

Peter presented his Financial Report as at 7 March 2024.

| Category | Brought Forward | Current Balances | Change |
|--------------------|------------------------|------------------------|---------------|
| Money held in bank | 397.81 (147.81) | 361.72 (111.72) | -36.09 |
| Petty cash | 22.08 | 22.08 | 0 |
| Total | 419.89 (169.89) | 383.80 (133.80) | -36.09 |

(NB: figures in brackets indicate actual balances if discount funds for benches)

Transactions since last report:

The only transactions made in the last period relate to the Wassail and a separate sheet has been distributed detailing the transactions incurred.

Income:

Total Income £00.00

Outgoings:

Wassail donation to Foodbank top up £6.09
Incinerator £30.00

Total outgoings: £36.09

Month Net change - £36.09

Comments:

WASSAIL

The Wassail financial summary is attached at Appendix 1 below, but in summary:

Donations received from attendees was £211.48
Materials costs for the event were £143.91
Top-up donation from Group funds was £6.09
Total donation to Bedford Foodbank was £150.00

The donation of £250 given to the group in September by Airedale Nursing Home has not as yet been spent (intended for 2 x benches for the Hillfort area)

Peter spoke about the problem of diminishing funds. After discussion the following was -
Proposed by Peter Stathers

Seconded by Martin Fannon

- that Friends will be requested to make a voluntary annual contribution of £12 per member, and
- the subject of the voluntary annual contribution will be reviewed at the AGM.

All Friends in attendance were in favour.

Peter will inform the Friends of the Bank details - Account name, Sort Code and Account number in order to make BACS transfers but is happy to receive cash or cheques.

6 Mowsbury Hillfort Vision

The vision document drawn up by Dave had been circulated prior to the meeting, and Friends present expressed their appreciation to Dave for his work on this. Dave said that he will need to get help from the Borough Council to realise the Vision and will speak to James Lynch about this. He will also make some small amendments identified by Friends.

7 Personal Protection Equipment

Discussion took place. Dave said that the Friends will have to be guided by the Borough Council regarding the Council's PPE requirement for particular tasks. In the meantime, it was agreed that the Friends will continue to use the available PPE on a voluntary basis. Jon

will review the current risk assessment potentially to identify any particular activities the Friends should be aware of and take necessary action.

8 Reports from members

8.1 Chris Wedge reported that she had agreed to guide a tour of the Hillfort at 7pm on 12 June for members of the Bedford Wildlife Trust group.

8.2 Marion reported that she had written to local Primary Schools offering the Friends' help in guiding educational visits to the sites and followed this up with phone calls. Putnoe Junior had already made visits. Castle Newnam is planning visits to the Hillfort for 90 Year 4 pupils, and Marion has arranged to meet Jess Eastwood on 17 April to see how the Friends might help with this. The dates for visits have not yet been fixed.

7 Date of next General Meeting

7.00pm Tuesday 14 May 2024 to be held in person if venue can be identified.

Appendix 1 Wassail Financial Summary

| <u>Wassail Purchases</u> | | <u>Group Purchases</u> | |
|----------------------------------------------------------|---------------|------------------------|-----------------------|
| <u>Item</u> | <u>Cost</u> | <u>Item</u> | <u>Group Cost</u> |
| Amazon | | | |
| Paper cups (200) | £25.98 | Paper cups (150) | £19.48 |
| Totals | £25.98 | | £19.48 |
| LIDL | | | |
| Apple pies (20 boxes) | £25.02 | Apple pies (20 boxes) | £25.02 |
| Apple Juice (14x pack) | £20.86 | Apple Juice (14x pack) | £20.86 |
| Bread (2 x Loaves) | £2.18 | Bread (2 x Loaves) | £2.18 |
| Wassail Totals | £48.06 | Totals | £48.06 |
| Wickes | | | |
| Incinerator paid from group funds | £30.00 | Incinerator | £30.00 |
| <u>Distribution of monies</u> | | | |
| Donations Received at Wassail | | | £211.45 |
| Donation paid to Food Bank (from Wassail funds) | | | £143.91 |
| Group top-up from bank funds | | | £6.09 * |
| <u>Total donation to foodbank</u> | | | <u>£150.00</u> |
| Expenses for Wassail funds(Paid by J Wallace) | | | £67.54 |
| Incinerator payment from Group funds (paid by J Wallace) | | | £30.00 * |
| <u>Total of payments due to J Wallace</u> | | | <u>£97.54</u> |
| <u>Total payments from Group funds</u> | | | <u>£36.09</u> |
| <hr/> | | | |
| Wassail collection | | | £211.45 |
| Expenses for Wassail | | cups | £19.48 |
| | | food/drink | £48.06 |
| | | TOTAL | £143.91 |
| Group top-up from bank funds | | | £6.09 |
| | | TOTAL | £150.00 |