

Friends of Coronation Gardens Committee meeting

5th June 2019, 7-9pm at the Gardener's Arms, Merton Road

Present: Charles (chair), Susannah, Jo, Toby, Dan and Nada (notes)

Apologies: Wendy, Lesley



1. Minutes of last meeting

Minutes of the last meeting were approved and will be added to the Friends website. All actions have been completed and will be addressed via the agenda.

Action: Susannah to update website

2. Bank account and finances

Dan reported that the bank account is up and running.

Actions:

Dan to liaise with Southfields Grid Residents Association about donation.

We plan to donate a similar figure to SGRA in the future.

Dan to change address on account from Susannah's to his.

Dan suggested that we have an aspiration of a turnover of £10,000 a year, this sort of sum would enable us to carry out a number of activities including paying to have the gates locked at night. We also need to establish a good estimate of the minimum amount of money we need to run the Friends annually.

Action: All to send Dan any running expenses they know of for Dan to collate and report at next meeting.

3. Membership and constitution

Charles has been working on the constitution.

Susannah reported that the membership form is up and running on the website. The website will automatically renew annually, therefore that part of the constitution will need to be changed.

Action: Charles to adjust and circulate latest version for proofreading.

Payment processing online attracts a cost of about 49p. We need to raise some money quickly. Therefore, we agreed that the annual individual membership fee should be £10. We agreed that one of the 'benefits of membership' should be 'contributing to initiatives to make the Gardens more secure'.

Action: Susannah to update website.

We need to encourage people to join. We should encourage people to join online, but will accept cash (but not cheques).

Actions:

Susannah to design a flyer.

Toby volunteered to knock on neighbours doors to encourage them to join.

4. Updates

a) Relationship with Enable

On 22nd May 2019, Susannah, Wendy, Lesley and Jo met with Marina from Enable to discuss general maintenance, management plans and our hopes for the Gardens. At the moment, we have a follow-up meeting with Valerie from Enable scheduled for 23rd June. Susannah has also met with the Events team and the Marketing team at Enable. The events team can lend us some equipment such as tables and gazebos. If we run events we need to fill in some paperwork online including a risk assessment. Susannah has been investigating possibilities for security as events.

Susannah, Charles and Nada met with Ian Mitchell, the managing director of Enable, in the Gardens on the morning of the committee meeting. Following feedback from different Friends groups they are going to rethink the relationship between Friends groups and Enable – this includes withdrawing the present version of the Charter and removing site fees for events organised by Friends groups.

Before we can do anything constructive in the Gardens, we need to know what Enable will commit to doing. We also need access to water in the garden. We are hoping to hear from Enable soon.

Action: Jo to contact Thames Water, the nursery and Riversdale school.

b) Locking the gates at night

Dan has sent his proposals for locking the gates at night to Enable. We need to be ready to raise money to get this done.

c) Building relationships with schools and the local community

Susannah and others have been forging links with schools and the local community. Riversdale and Sheringdale schools both use the Gardens. Southfields Academy have offered to contribute music to events and to build birdboxes for us.

The charity World Heartbeat Music Academy (<https://worldheartbeat.org>) will provide some music at the Summer Picnic.

As part of this activity, Susannah is organising an event in the Gardens on **14th December 2019** which will include carol singing from local schools. We plan to ask for a donation to enter. Susannah has approached 10 small local businesses who might be interested in running stalls.

We are aware that this activity may be perceived as a clash with the switching on of the Southfields Christmas lights organised by the Southfields Business Forum. We want to work in partnership and feel that there is little overlap between the two events. To avoid a clash with SGRA initiative we agreed to call this event Winter Wonder Garden.

d) Building links with local politicians

Charles and Susannah are in contact with local politicians. Cllr Kim Caddy has been very supported and has assured us that the Garden railings will be painted this month. Susannah has asked the new Mayor of Wandsworth (http://www.wandsworth.gov.uk/news/article/15063/wandsworth_welcomes_new_mayor) to attend our winter event.

e) Other ideas for awareness raising/fundraising

We are hoping to ask for sponsors for the birdboxes. Jo suggested getting people to buy one for us and one for themselves.

Susannah is investigating asking for donations for lanterns at the Winter Wonder Garden event.

5. Love Parks picnic

The Love Picnics event is going ahead on 6th July 2019. As we will not be charged a site fee we can investigate making this event a little less informal. This date also coincides with the Fields in Trust 'Have a Field Day' initiatives, we are listed as taking part (<http://www.fieldsintrust.org/have-a-field-day>). Toby said he would not be able to attend.

Actions:

- **All to try to attend and let Susannah know when they will be available.**
- **Nada to investigate public liability insurance with help from Dan.**
- **Susannah to create a leaflet, including the address of the Gardens, Fields in Trust logo, link to becoming a member of the Friends, being clear to bring your own picnic, notice of no barbeques.**
- **All to volunteer to distribute the leaflet to homes, businesses, schools, etc.**
- **If necessary, Susannah and Nada to complete Enable Events paperwork, including risk assessment.**
- **Susannah to contact Enable about emptying bins after the event.**
- **All to try to recruit volunteers (via email newsletter, social media and any other contacts) to:**
 - **Handout/distribute leaflets before the event**
 - **Clear litter on the morning of the event**
 - **Create and put up decorations.**
 - **Give out bin bags, clear up afterwards.**
- **Charles to links with Southfield Farmers Market, with a view to distributing leaflet there, encouraging people to buy their picnic there, and possibility of bring left overs to the Gardens.**

6. Fundraising

- Funds for running the Friends group will come from membership fees and donations. We agreed to look at corporate membership in the future.
- Susannah has approached more than 20 local businesses in the area with a view to sponsoring specific events.
- We should hear about the Wandsworth Grant Fund by 25th June. Nada is looking at other grant funding, eg Co-op local causes, and Big Lottery Awards for All. Charitable grant funding of this type is usually only suitable for specific projects and the application process takes a long time.

7. Publicity/communications

Susannah manages our Instagram and Facebook accounts, Nada has set up a Twitter account and Jo has us up on Next Door.

Dan suggested using WhatsApp broadcast feature to communicate with members.

Action: Nada and Susannah to investigate and ensure we are collecting mobile numbers.

June newsletter will feature:

- Membership
- Picnic
- Painting railings
- Ask for volunteers.

8. AOB

Susannah reported that we have been offered plants from Wimbledon Tennis. We agreed that as we have no access to water, we would find it difficult to accept this year.

Action: Charles volunteered to liaise with the Parks Police.

To keep us focussed. We agreed that we need to be 'purpose-driven'. Dan offered to create a table of our Objectives along with strategies and tactics to achieve our objectives. These will be review at each meeting.

Jo reported that she has been working with Wimbledon Common on a usage survey. We can adapt it for us, and use it as a face-to-face survey at the picnic and also online via SurveyMonkey.

Action: Jo to circulate, Susannah to create final form, Jo, Susannah and Nada to liaise with Survey Monkey.

9. Date of next meeting

10th July 2019, 7-9pm. Probably at the Gardener's Arms or Earl Spencer pub.