

Minutes of Berwick St. James Village Meeting Thursday, 19th March, 2015

In attendance: Neil MacDougall (Chairman)

Olivia Marchant (Deputy Chair)

Bill Hiscocks (Treasurer)

Helen Riding (Parish Clerk)

Total in attendance: 33

Summary of issues discussed and decisions made

1. **Introduction and Apologies For Absence – Chairman** **Action**

The Chairman opened the meeting at 7pm. He extended apologies from Cllr Ian West who unexpectedly was no longer able to attend.

2. **Apologies for absence**

Received from Toby & Sarah Humphreys, Chris & Anika Lange, Lyanne Street, Robin Richards, John Coleman, Sally Hiscock, Jane Lock-Smith, Marie Perry, Barbara Last, James Hardy, Ian Fisher still in hospital, Gabrielle Smith, Jean Hibberd.

3. **Minutes of Last Meeting and Matters Arising**

- a. Chris Brain should be finished repairing the bus shelter by the end of the month.
- b. The BT green box is repaired. The second box is a "DSLAM" box for superfast broadband. The box has been installed but the cabling goes under the road and that hasn't been completed yet. This is supposed to be "imminent".
- c. One correction to the minutes was made and agreed. Stephen Bush said he was happy with the correction.

The minutes were agreed as a correct record of the last meeting.

Proposed: Stephen Bush Seconded: Olivia Marchant

4. **Council and A303 Update – Chairman on Ian West's behalf.**

A303: Ian wanted the residents to know that the request for a huge roundabout, about 1 mile in diameter, around Stonehenge has been turned down by Wiltshire Council.

5. **Village Emergency Planning Team**

Wiltshire Council has asked all villages for an emergency plan. Charlie Street (Community Emergency Volunteer), Sally Hiscock (medical), Chris Lange (police), Ian Gibb (military), James Hardy (Flood Warden), Ian Rennie from Winterbourne Stoke (Fire) and Neil MacDougall make up the committee to draw up the plan. They will keep the plan up to date and have a list of residents' phone numbers in case of emergency. Chairman

6. Village Open Gardens Presentation

Debbie White from Witchampton was present to give us an idea of what they do for their Open Gardens day. She said that our advertising and publicity have been much more extensive than theirs and to expect large numbers as a result. Parking and the safety of pedestrians must be considered, given the layout of the village.

The committee organising the Open Gardens weekend is:

Neil MacDougall - Overall event organiser

Carolyn MacDougall – Publicity and Advertising

Keith Lovett – BBQ and Pimms stand

Gill Brasher – Cakes and Tea

Olivia Marchant – Gardens Co-ordinator

Ian Gibb – Logistics

Bill Hiscocks – Finance, Insurance and Tickets

James Hardy – Duck Race

Nicky Street – Events in the Reading Room

Eleven gardens will be open that weekend. Robin Richard's field will be the main car park and will be able to take approximately 200 cars. Any overflow will go into the Humphrey's field. There will also be a car park at the north end of the village around the Druid's Lodge barns. This would hold about 40-50 cars.

Predicting numbers is very hard, but there could be as many as 2,000 people attending the event. Both car parks will have attendants. There will be a ticket booth at the main car park and mid-village. People will be given a map with information on the reverse when they buy a ticket.

The question was raised – why not move the ticket booth in mid-village to the north end car park? The committee will consider all suggestions, including whether or not each OG has a few tickets as well. There is also the question of tearing off a portion of each ticket, which could prove awkward.

There will be a Bottle stall, a Raffle stall with great prizes, and a Plant stall. The Duck Race will be on the Sunday morning.

The question was asked whether a licence would be needed to sell alcohol at the bottle stall but as it will be conducted in the form of a raffle, this circumvents the need for a licence.

Carolyn: The target audience for the Open Garden weekend is different to that for the fete. With this in mind, the Wiltshire Life, South Wiltshire Magazine, Salisbury Journal and 5 other publications have been approached to put articles in their magazines. There will be an announcement in the Parish magazine nearer the time. There is a lot of information on the Village Website. Posters have been designed and will be printed by Jane Lock-Smith, free of charge. Tickets will go on sale at the end of April. Ken Woodford will help with boards for the notices. There will be notices at both ends of Berwick and, nearer the time, possibly a scarecrow with a sign placed on the bench at the bus stop.

Bill: The village has an existing insurance policy for the Council members. There will be no extra cost in order to be covered for public liability during the Open Garden weekend. The insurers only require some extra paperwork from Bill. Risk assessments have been carried out on each of the gardens to be opened; which will be retained for village use only. A disclaimer will be put on the back of the tickets and the wording is being cleared by a lawyer.

Bill will be happy to pre-sell tickets and keep a record of who takes bundles of tickets to sell. Richard Brasher will look after ticket sales on the day. The location of sale points was discussed and will be finalised by the O.G. committee. A proposal was made to distribute the first £3000 raised and to hold back any further funds raised. 24 voted in favour – motion carried.

Keith: The BBQ will be in the area next to the Farm Shop. There will be sausages and burgers on sale. Charlie Street will help on the day. The beer tent will be run by the Pub.

Olivia: Descriptions (for publicity purposes) have been written of all the gardens and risk assessments undertaken. No owners have problems so far but will need plenty of assistance on the day. Olivia would also be grateful for donations of plants for the plant stall. Robert Drake needs greenhouse space for his hanging baskets for up to a month before the event.

Gill: Gill proposes to do tea and soft drinks, unless the BBQ stall will have soft drinks (only need 1 stall to sell them). Donations of cakes to serve and to sell will be much appreciated. Rectangular tray bakes are easy to cut and serve but ANY and all cakes, sweet and savoury, will be welcomed. Could they please be delivered, covered, to Gill at Springside on Saturday and Sunday mornings. Gill will make aprons for all the stalls. There are 8 volunteers to help with the stall but Gill would be happy to have more.

Ian: There are requests for 7 gazebos so far. If anyone has any that could be borrowed, please let Ian know. The hiring of Portaloos is being investigated. These could be costly but will be necessary if numbers are high.

Nicky: There will be an Art and Photo exhibition in the Reading Room, with items both for viewing and for sale. There are also several authors who will be present during the weekend, including Barbara Last, Claire Whatley, Olivia Marchant and Nigel Rodgers. Nicky would also like to have a section of children's art so please ask any budding artists if their work could be displayed. They would also like to sell postcards and notelets. Nicky asked for any pictures of Berwick and the surrounding area, digital and in high resolution, to be sent to Anika Lange (anika@freshstartdesign.co.uk) by Easter Monday 6th April. The Reading Room will cover the costs to have them printed. The profits of any sold during the Open Garden weekend will be given to the village. Any cards and notelets remaining will be sold later on behalf of the Reading Room.

General discussion: Michael Mertens has not yet decided whether or not the path through the field on the opposite side of the river to the village will be open.

Jane Campbell-Johnson wanted it to be made clear that parents are responsible for their children when visiting the gardens, especially since several have long stretches of unfenced river frontage.

7. Reviews and Updates

a. **Village Diary – Nicky Street**

The next film at the Reading Room will be Belle on Thursday 26th March.

There will be a coffee morning at the Berwick Farm Shop on 19th April.

The Annual Church meeting is in the church at 7pm on 21st April.

The Reading Room AGM will be on 12th May (provisional date).

The team organising the film evenings will probably have a poll in the summer to select films for the next season. The Imitation Game and The Theory of Everything have already been suggested.

Special thanks were extended to Nigel Rodgers for his talk on Trees. It was suggested that Nigel lead a walk to show us where the trees can be found. Thanks were also extended to the team organising the film evenings.

b. Village Website - Chairman

The village needs a volunteer to keep the village website up to date. A suggestion was made to outsource the work and pay for it to be done. Another suggestion was to look at what methods other villages use and possibly do something similar, and finally that a general email should be put out to everyone in Berwick asking for a volunteer to update and then maintain the site.

Chairman

8. Any Other Business

Charlie Street said the grass margins around his fields are for wildlife and NOT for the public to walk on. He can be inspected by DEFRA with minimal notice and heavily fined if there is evidence of misuse of the margins. Charlie would expect the culprit(s) to pay the fine. He asks that we please keep off the margins.

The Chairman said that the next meeting is the village AGM. At this meeting the committee members are voted in. He asked for any nominations to any of the positions to be handed to him by 1 May. The AGM will be on 14th May.

The meeting was adjourned at 8:15pm.

Neil MacDougall

Chairman Berwick Parish Meetings