

Notes of the Gazebo meeting 13th November 2017

1. Apologies:

Anna, Martin , Julie and Tim.

2. Present: Bob, Peter, Ann, Vernon.

3. Matters arising:

Another key box for the key to the garden room to be located in the under- croft

Action: Bob



Keys we need to trace who has keys.
meeting.

Action: next

4. Finances.

Vernon reported £1500 in the kitty up to £2000 by the end of the year.

Notice board and leaflet holder still to be paid for.

Additional £200 allocated for more plants.

Action:

Harry

Application to County and Borough councillors can be made in February following a discussion on what funding projects we are applying for.

Action: Ann and Anna

Also some additional garden products may be needed.

Hose needed, to be purchased before the end of the year.

Action: Ann

Litterbin needed

probably outside the garden to aid emptying by HBC Action: Harry

5. Web site.

Total cost of the Gazebo web site £1000. This included the costs for the first year.

The web design is complete.

More space needed around the logo. There will be a fundraising section using easyfundraising.org.uk and a link to the bank account.

Frequently Asked Questions section on the web site. E-mail any ideas to Peter.

Opening hours are 10.00am-4.00m seven days a week. The housing association staff open and close the garden on week days.

Discussion followed on the opening times of the room. There were concerns about vandalism and the possibility of people refusing to leave at closing time.

There was agreement to purchase a dummy CCTV camera. Action: Bob

Copy of garden planting design needed for the web site. Action: Harry.

QR code on a ground floor panel will link to the web site which will have the panels that are located in the room. This will be helpful for those who can't access the room.

Details of local toilet facilities are needed on the web site. To list both The Spring and The Pallant cafe who have toilets but not wheelchair access and for disabled facilities the Meridian Centre.

Also need a Facebook page, Trip Advisor and Instagram.

To add a few words to the paper signs on the gates about possible risk eg' take care steps can be slippery when wet'.

Action: Anna

To check with HBC regarding risk. Action Peter.

6. Panels, all in hand.

Blue signs two have been put up.

Some discussion took place on smoking in the garden which should be discouraged. A sign is needed for the room.

Action ?

7. Seat.

The seat has been delivered and Bob and Harry were thanked for their work on this. Flagstones will be collected today and delivered to the Gazebo garden.

Cost of the type one mortar £60 was agreed.
Harry.

Action:

8. Official Opening.

To date, thirty three people have replied, invites to go out to Civic Society members next. Catering: Peter will contact Waitrose about possible donation of mulled wine and mince pies. He has contacted both Fairfield and Bosmere schools about singing carols but no reply to date. Peter will try Glenhurst School and will also find out if St Faiths Church hall can be used if the weather is bad.

To speak to Cannon Tom

Action : Peter

9. Date of next meeting changed to Tuesday 5th December at 10.00am. Venue the Spring.