**Hammond Garden**

**Meeting 6th March 2023**

The working group met on 6th March and the following topics, updates and actions were discussed:

1. **Recruitment of volunteers (all)**

We need people to perform different functions to ensure the successful implementation and ongoing maintenance of Hammond Garden. Forming a Hammond Garden committee (as per point c) is key. We also need to source more people for the implementation group as per point b.

1. The strategic working group – The people that are leading and directing the implementation of Hammond Garden. These people will meet regularly to plan, prep and steer the direction of the project. This group should be limited in number to maintain effectiveness.  *(Group members – Rachel Thackray, Jason Papworth, Pam Maskell, Mike Annells, Sharon, Claire Brooks)*
2. The implementation group – once we have the plan, the materials and plants etc we will need people to come onsite and build/plant/install. We will also want to make these days fun by having refreshments served. On the launch day we will also want a speaker or demonstration. *(So far we have 4 members of this group in addition to the working group members)*
3. The Hammond Garden Committee – this is the committee we will hand over to once we have launched. They will need to maintain the site, weeding, watering, pruning, harvesting etc. People local to Hammond Garden would work well here*.  (So far we have Mike as chair, Jason who is able to do specialist pruning, Pam and Sharon)*

**Guttering (Rachel)**

Rachel has confirmed that the resident who owns the garage backing on to Hammond Garden is happy for us to connect to the existing guttering. He is also happy for the “Hammond Garden” sign to be placed there.

**Carpenter**

Rachel confirmed a member of the village would be happy to build the planters. He has the tools and whilst not a carpenter would do a good job.

**The Grants**

It was agreed that where possible local companies would be used in sourcing materials.

The £7,850 awarded from the Essex Climate Action Challenge Prize requires a reporting and monitoring aspect to it. Rachel is arranging a meeting with the Project Support Officer to discuss requirements.

£500 from UDC needs to be spent by end of March. Springwells are happy to hold on to the materials/goods until we need them.

**Clearing the space**

The space need clearing. There appears to be waste and items from local residents. This needs to be cleared in order to move forward. The deadline for this clearance will be 03/04/23 after this date we will refer back to the Parish Council to determine next steps.

**The Plans**

Jason presented plans which considered good use of the space and the sorts of plants that would be best in attracting wildlife whilst also being low maintenance. He also considered good “consumable plants”.

The group gave feedback and Jason is going to make some modifications. Ending up with 2 options.

Rachel will take these two options to the Parish Council and then out to the residents to vote on

1. Do nothing with the space.
2. Implement plan a
3. Implement plan b

**Update: Following the Parish Council meeting on 8th March 2023, the PC would like to have a check point after the survey results have come in.**

**Other notes**

* There was a question over usage of the space and what existed in the deeds. Rachel will take this question to the Parish Council.

**Update: Following the Parish Council meeting on 8th March 2023, the feeling from the PC was that the plans are a suitable use of the space.**

* Bin storage was discussed. This needs to be in keeping aesthetically with the rest of the space. Jason to work with a local resident who has offered to provide bin storage.
* Potential issues with neighbouring dogs as well as undesirable use of the space was noted. Rachel reiterated that should this become and area of concern for the Parish Council for whatever reason then the space will need to revert back.

**Next Steps**

* **Jason** to update plans based on the group feedback.
* **Rachel** to send these plans to the Parish Council and then out to the residents to vote.
* **Mike** to arrange for Hammond Garden to be cleared by 3rd April.
* **Rachel** to ask the Parish Council re the usage of the space, is there anything in any deeds? Now complete.
* **Jason** to work with a local resident who has offered to provide bin storage.
* **All** to drive recruitment of volunteers, especially a chair and volunteers for the Hammond Garden Committee.
* **Rachel** to ensure that the there is a check point with the Parish Council post survey results.