# Hammond and Ratcliff Garden Working Group Meeting

27/11/23

# Activities Left and Next Steps

**Present: Rachel, Jason, Sharon, Pam**

The purpose of this meeting was to:

1. Officially kick off the maintenance committee.
2. To identify the activities left to do and allocate them out and

## Maintenance

Les Page and Pam Maskell will form chairs of the maintenance committee. They have a small pool of people to draw on to help with maintenance tasks should they need but it would be helpful to have a bigger pool of people. The maintenance committee will

* Keep the planters tidy, weeding, harvest when needed.
* Water the planters
* Alert the Parish Council to any issues.

## Remaining Activities

The following activities remain and have been allocated as follows:

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| **Activity** | **Owner** |
| * Round off corners off planters | Jason |
| * Get permission to put up signs – Hammond first needs bin storage | Rachel |
| * Put up signs | ------ |
| * + Hammond – | Jason |
| * + Ratcliff – | Jason |
| * Prune back trees at Hammond gardens (permission first) | Rachel  Sharon to TT tree surgeon |
| * Bird boxes | Pam to get advice from Colin.  Jason to put up |
| * Bug hotel at Ratcliff | Jason |
| * Hedgehog tunnel at Ratcliff and Hammond | Not needed |
| * Picnic Tables at both sites. | Rachel / Jason for assembly |
| * More soil and compost at Ratcliff. Les to decide if needed | Les (with Jason to support) |
| * Buy bulbs for Ratcliff and Hammond using credit | Pam (up to £100) |
| * Plaque – F. Hill | Rachel |
| * Storage and demo table at Hammond | All to look out of facebook - £50 or less |
| * Seating around planters at Hammond | James – Rachel to ask (inside not outside) |
| * Water butts | Jason – Hammond  Pam – Ratcliff |
| * Bin covers/storage for Hammond. Need to ask Pilgrim close resident that did the ones at Ratcliff | Rachel |
| * Compost bins | Jason |
| * Drone “after” photos. Need to engage with Tim Chapman | Rachel – mid april |
| * Interactive elements at Hammond – eg tops of tables / painted track. Depends what is left of budget | Rachel |
| * Buy watering cans etc | Rachel |
| * Check all expenses have been claimed | Rachel |
| * Green bin at Hammond | Rachel |
| * Send note to working group re keeping area around the planters free for smaller children on scooters. | Rachel |
| * Litter bins – both areas | Sharon |
| * Move additional bug hotels away from track and take one to Ratcliff | Jason |
| * Officially set off the maintenance team and handover. | Rachel to send note to village, Pam and Les  All recruit members. |