

Minutes of MIB Committee meeting held on Monday 24th January 2022, Milngavie United Free Church Hall

Present: Tim Rhead (Chair), Sandra Wilson (Vice Chair), Evelyn Parbrook, Fiona Lawrie, Helen Martin, Tam Spaeth, Diane Black, Norman MacLeod, Sheena MacLachlan, Ian Mitchell, Moira Clark and John Davies

1. The minutes from the meeting on 29th November 2021 were approved.

2. Chair's Report

- a. **Pandemic** – There has been a relaxation of rules for indoor gatherings from 24th January 2022. This has enabled us to resume indoor meetings and events with care.
- b. **Publicity** - An article and photos of the handover of spent hops from Jawbrew has been sent to the Community Magazine. Sandra has done posters for the Snowdrop Appeal, which Diane will post on the community noticeboards and Fiona will upload to our website and Facebook. Information will be sent to the local paper in early February. **Action: SW**

Health & Safety - Tim has amended the risk assessments for Gardeners and Clean Sweep following the last committee meeting. There was further discussion around Ref RA/17 on the Clean Sweep risk assessment and the issue of volunteers entering rivers/waterways. It was felt that it was not made clear enough that anyone entering the water does so at their own risk as this is not covered by our insurance. Tam will update and circulate for final approval and upload to the website. Both risk assessments are also to be updated regarding Ref RA/15, "What to do if a volunteer becomes unwell and requires medical treatment". As we do not retain a list of trained First Aiders and therefore cannot ensure that a trained person is present at all group activities, it was agreed that "Seek help from an appropriately trained person, eg. Local pharmacist" should be added. **Action: TS.** Sandra suggested that Jon Berry from Carers Link could be asked to give training at the next AGM and we also email volunteers to ascertain if anyone has had First Aid training. The list will be retained in case it is required in the future. **Action: SW/IM**

- c. **Lennox Park Redevelopment** - An article has been submitted to the Community Magazine by MCDT for publication in February, requesting feedback from the public on the proposed plans. Two banners are being made informing visitors to the park about the consultation. These will be placed in the park and MiB will be asked to make a small donation of circa £50.
- d. **Winter Warmer** - It has been suggested by the Gardening Group that we cancel the Winter Warmer which was scheduled for 4th February 2022 and replace the gardeners meeting on Thursday 24th February with a meeting for all gardening and clean sweep volunteers. The United Free Church hall has been booked from 2-4pm. This was supported by the Committee. Sandra will prepare a slideshow, tea/coffee and home baking will be provided and we will also have our newly printed gift cards for sale. We may also break out into small groups to discuss

specific topics. Ian will send out an email inviting all MiB members to the get together and Fiona will add to the website. **Action: IM/FL.** Diane suggested that we call it a Milngavie in Bloom Spring Get Together rather than a meeting as it sounds very formal and may put volunteers off attending.

- e. **Thank you cards** - These were sent out by email in December to all volunteers and have been greatly appreciated.
- f. **East Dunbartonshire Council** - Tim has written again re Mugdock Road car park and the completion of works. If a satisfactory reply is not received he proposes to contact Councillor Gibbons who has offered to help.

3. Treasurer's Report

- a. **Monthly accounts** - Norman submitted his monthly report.
- b. An anonymous donation of £5000 was recently received, however this would appear to have been made in error on behalf of one of our regular contributors. It is fully expected that these monies will be reclaimed.
- c. There was discussion about possible additional expenditure this year but it was decided to concentrate on current activities.

4. Fundraising

- a. **Tesco Community Grants** - John attended a Webinar recently. It was agreed that we would not make an application as priority will be given to groups who have not had a chance to apply for funding previously.
- b. **2022 Calendar** - We have made a profit of £3000 after costs, thanks to everyone's efforts.
- c. **Community Fundraiser** - There has still been no interest in this position and Sandra suggested that we try and find someone to work alongside the already established subgroup, and project manage the production of next year's calendar. This will be mentioned at February's Spring Get Together.

5. Gardening Report

- a. **General** - The first gardening group meeting of 2022 was held on 17th January. Gardening work will start on Wednesday 9th February, weather permitting, and the first work day on the West Highland Way is Thursday 17th February.
- b. **Community Garden** - We are approaching Craigdhu Primary School regarding sponsorship for this year, and are planning a colour scheme with the Queen's Platinum Jubilee in mind
- c. **Italian Garden** - A tea party is being planned for residents and it has been suggested that we purchase a pop-up gazebo which could be used at other gardening events. Thelma is obtaining prices and the purchase will require Committee approval.

- d. **Salmon Ladder** - The Social Work Department has confirmed that they will start working in this area again in February. A meeting will be arranged to discuss plans.
- e. **Floral Fountains** - we are looking for new volunteers to take over the organisation of the BID floral fountains from Sheila and Shona. It has been noted that the price of plants has increased and we do not appear to be receiving the same quantity from Caulders. As the BID pays Caulders direct we do not know how much additional funding would be required to get back to the previous quantity of plants. Evelyn will speak to Sheila and ask her to contact Caulders.
Action: EP
- f. **Tool Shed** - the shed will be inspected and tools taken for cleaning and sharpening as required. We are currently looking into the purchase of more tabards and safety glasses.
- g. **Burnbank Sheltered Housing** - we were contacted via Facebook by the daughter of one of the residents asking if we were able to help. Evelyn and Thelma have helped out previously and Evelyn is happy to make contact and arrange a visit.
Action: EP
- h. **20th Glasgow, 1st Milngavie Scout Group** - we were contacted by Lynn Kearns, Assistant Beaver Leader asking if they could arrange a visit from us. The group is working on their Gardener Badge and would like to hear a bit about what we do as well as some hints about what they could do with their garden area. Evelyn has been in touch and will arrange a visit. **Action: EP**

6. Clean Sweep

- a. There were 25 volunteers at the first Clean Sweep session of 2022 on Saturday 15th January. We were delighted to welcome a new family - a doctor, her husband and their two boys - who will help out on Saturdays. All the usual areas were covered and car parks continue to be the worst areas for litter. A dreadful mess was reported at the dog waste bin on the West Highland Way at the junction beyond the library. Dog waste bags were strewn cross the pathway and it would appear that the bin had not been emptied for some time. Christine has reported this to the Council.
- b. New litter picks have been ordered, as well as some for children. Sheena will chase the invoice and forward to Norman. **Action: SM**
- c. **Spring Clean** - this is being planned for **Saturday 30th April** and we will ask Tesco to be involved.

8. IT Report

- a. **Website** - Many of the photographs have been updated. As there is not much colour at present these are temporary and new ones will be taken in the Spring. Fiona will refresh the page on the website which showcases some of the sites we maintain. **Action: FL**. We also need a new photograph of the Committee, now that Anne Crow has left.

- b. **Emails** - We have had several emails from individuals and organisations interested in joining Clean Sweep sessions. A “lapsed” clean sweeper is going to start litter picking again in the Clober Estate area. Fiona has sent her an application form and her details have been sent to Ian for inclusion on the membership listing. We were also contacted by Rangers FC Academy and St Nicholas Primary School in Bearsden. Details have been forwarded to Sheena to make contact. **Action: SM.**
- c. **Beautiful Scotland** - Keep Scotland Beautiful is working with Zero Waste Scotland and SEPA to develop a National Litter and Flytipping Strategy for Scotland. There is a public consultation running until 31 March 2022 with two virtual events on 10th February and 8th March. As part of the public consultation there is a litter survey on their website seeking our views on litter. Fiona will send the link to the survey to the Committee. **Action: FL**
- d. **Volunteer Hours** - it had previously been agreed by the Committee that we would start recording the number of volunteer hours worked by both gardeners and clean sweepers. To date only a few records have been received and it was noted that it is particularly difficult with regards clean sweep, as many volunteers litter pick in their own time. This information would be particularly useful for inclusion in our annual reports and as we keep a record of the number of volunteers who attend scheduled sessions, it was agreed that it would be relatively easy to translate this into hours worked.
- e. Fiona has notified Tim and Sandra that this will be her last year on the Committee and she will be standing down at the next AGM. She will draft a job description and circulate it to the Committee. **Action: FL**

9. Volunteers

- a. There was no update since the last meeting, however it was announced that due to other commitments, this would be Tam’s last committee meeting and she is stepping down from the role of Volunteer Convener. She circulated a job description for information, but was happy to advise that Heather Lindsay will be taking over from her. As Heather does not wish to attend committee meetings it was agreed that she will submit monthly reports to the Committee.

AOCB

Sandra will circulate the holiday sheet and committee meeting dates.

Name badges were issued to committee members and will also be handed out at the Spring Get Together on 24th February.

Sandra has purchased 200 gift cards with 4 of Ian’s lovely photographs of plants in our areas. These will go on sale at the Spring Gettogether for £2.50 each.

Date of Next Meeting - Monday 21st February 2022, United Free Church Hall, at 7pm

ACTION LIST

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| Submit article re Snowdrop Appeal to local paper and send posters to Diane and Fiona | SW |
| Update risk assessments | TS |
| Email volunteers to determine who has had First Aid training and retain list | SW/IM |
| Email invitation to Spring Get Together to all MiB members and add to website | IM/FL |
| Speak to Sheila re contact with Caulders | EP |
| Arrange visit to Burnbank Sheltered Housing and Milngavie Scout Group | EP |
| Chase invoice for new litter picks and forward to Norman | SM |
| Refresh page on website showcasing sites we maintain | FL |
| Circulate link to litter survey to committee members | FL |
| Circulate job description for IT/Minute Secretary role | FL |

Circulation list:

Committee

Gardening Group

Alastair Richmond