



The Friends of King's Wood

Minutes of the Committee Meeting held 7pm 9 March 2009

Present

Diana Sawyer (DS)
Jon Shelton (JS)
Mick Sherwood (MS)
Gaynor O'Connell (GO)
Sophie Walkden (SW)
Lucy Medhurst (LM)
Simon Cavell (SC)

Apologies

Helen Cavell (HC)
Peter Walkden (PW)
Dan Jennings (DJ)

Minutes

a) **Accuracy**

The Minutes of the previous meeting held on 9 February 2009 were accepted.

b) **Matters arising**

JS: Distributed a completed risk assessment that we use for out walks
DJ: Advised via email that we can publish FC reports on our website
DJ: Advised via email that "VME" stands for Vehicle & Mechanical Engineering
SC: The proof copy of the 2009 Walk & Events leaflet has been reviewed, corrected/updated and resubmitted to the printers

Agenda

a) **Chairman's Report (DS)**

DS reported that the first Friends quiz night was a success and will be repeated next year although the number of tables will be restricted to 12 and we may drop the written questions as this allows the Quiz Master to be more directly involved.

DS distributed a list of 2009 Walks & Events with additional information intended for committee members



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DS asked the committee about maintaining a presence at the 5 Church Walk this year. The committee decided that we would not have a presence this year.

The April committee meeting will be replaced by an informal gathering at 7pm on Monday 30 March at SC/HC's house to put together the 2009 membership renewal packs. DS will compile the renewal letter and SC will print the letters and envelopes.

The committee members who will attend the first 2009 walks were confirmed as:

Bluebell Walk	18 April	MS GO SW SC HC
Bluebell Walk	22 April	GO SW SC HC
Bluebell Walk	26 April	SW DS

b) Treasurer's report (SW)

The current account balance is £1354 plus the quiz night income of approximately £100.

Forthcoming expenses:

May	Public liability insurance	£200 (approx)
March	2009 Walk & Events leaflet: March	£170 (approx)
March	Membership renewal	£TBC (SC)
TBC (JS)	Pond	£900

c) Membership report (SC)

There are 140 active memberships and the majority of membership renewals are due in April.

d) Stour Valley Arts (LM)

LM updated Friends on the work of SVA including the increased interest in internships from students, training programmes for young offenders and the hearing impaired. A youth event is being planned in King's Wood on 18 July.



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LM offered to lead a walk for Friends. Although the 2009 programme has been finalised we will certainly take up this kind offer next year.

e) Kentish Stour Countryside Project Update (JS)

JS advised that KSCP has renamed to Kentish Stour Countryside Partnership

KSCP led a BTCV walk in King's Wood this month

f) Forestry Commission Update (DJ)

(DJ was unable to attend the meeting)

g) Forthcoming items

Grant Application

JS distributed different styles of walk leaflet as examples for the committee to consider. The satellite map used on the "Church Hill Walk" leaflet was particularly interesting as was the easy-to-read Blean leaflet. A meeting will be arranged between JS and the committee to progress the grant application. JS will aim to put together some costs.

AOB

- MS asked if we email other groups who use King's Wood in our mailshots. SC advised that SVA and Saxons are the only other user groups included.
- DS mentioned the notice board and leaflet boxes. SW suggested including this in the grant application. LM offered to discuss the possibility of including this in a bid/grant currently in progress for the refurbishment of the play furniture.
- DS intends to approach Martin Hook – a local historian and member of Friends – to see if he would be interested in compiling a history of Friends

Actions

DS: Prepare membership renewal letter and send to SC for printing

SC: Print membership renewal envelopes and purchase stamps

SC: Update KSCP name on website and document templates

JS: Email an electronic copy of the Risk Assessment form to SC



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LM: Determine whether the notice board can be replaced as part of the play furniture refurbishment

HC: Find copies of the Church Hill Walk leaflet

ALL: 2009 Membership Renewal gathering Monday 30 March, 7pm

Next meeting

Monday 11 May 2009, 7pm.