

Kilburn Garden Meeting 4<sup>th</sup> February 2012 2pm

Present: Avril, Jay, Christine, Deborah, Kate Elliott (Library representative) Lucy and Denise

: Agreed agenda for AGM

: in order to be assess for charity status a requirement is the need for elected officers to be submitted to HMRC. We will be awarded small charity status. Avril, Deborah, Jay and Andy have gone through all the paper work

: Anything related to the garden project will be transparent and can be viewed on the website.

: More than 3 trustees preferred – task completed at meeting. Information to go onto website after the AGM

: Banking mandate to be updated-online banking preferable and statements can get mislaid in library premises

: No annual accounts are required as we are too small. At present we have £428.49 banked and £513.23 in cash with a further £1000 from Neighbourhood working

: We will not be purchasing anything as Library is expecting to close for 8 week for refurbishment. Jay requested that the project member/s are involved in the consultation process to avoid undue damage to the garden. Requested that no building material is to be stored in actual garden. Furthermore, we request that we have access to the garden in the latter stages of refurbishment to keep weeds under control

: Stock take required of plant and equipment

: Wrens nest in the side of the building. Project members request that this area is not destroyed by the builders. Should trees need coppicing Jay would take on the role of doing it. Gate is also needed to enclose this area.

: Library has WiFi

: Contact QPR to see if they could either supply or donate money towards/ false grass which we intend having in the upper section of the garden (Denise will attempt to contact QPR)

: AGM meeting Saturday 3<sup>rd</sup> March at 2pm. There will be a gardening session prior to meeting.

Meeting closed at 2.39pm