

## GARDEN PROJECT

### **Minutes of Meeting dated 23.02.08**

In attendance: - Carol French, Jay Venn, Avril Mackinth, Deborah Allen  
Sara Callaway, Judith Rose, Nacer Khodja, Linda George,  
Wendy Litchfield (Minutes)

Linda welcomed everyone to the meeting and gave information regarding housekeeping etc. Everyone introduced themselves. Two new members attended. One is Nacer who is a library user whose wife attends Fiona's ESOL class. The other is Judith Rose, a local library user and ex-primary schoolteacher who is keen to support outdoor projects.

#### **Minutes of last meeting.**

Regarding funding, Linda had another meeting with Groundwork who are interested in helping the project and could help us obtain funding. They may attend the next meeting.

The planned use of the garden has not been finalised yet. The brief may need to be re-worded. Jay will look into this.

Avril has received an E-mail from Regeneration requiring a list of the members' qualifications. Deborah suggested that everyone list their details and qualifications on the Charities application form. This information may be useful in the future for the Charities Commission. Avril will send the combined list of names and details back to Regeneration.

Concerning previous minutes, Green Gardener is just a website and was mentioned for reference. This could be deleted from the minutes. Camden Street Garden was also a reference.

All other items on minutes of last meeting are agenda items to be discussed at this meeting.

Details of links & funding feedback.

This has already been discussed under minutes of last meeting.

#### **Plan of garden.**

The plan is just a scale drawing and Jay suggested that we get ideas from children at the Open Day. Linda said that councillors visited the Library on the previous Thursday and were keen to support the project.

It was discussed that the area should be a quiet garden where people can read in quiet surroundings (e.g. Sensory Garden with herbs and smells) and we need to re-think the necessity of having a play area for under 5's. However, it was decided that children should not be excluded as the garden may encourage families to visit the library.

Judith pointed out that Salusbury Road School have used part of the cemetery at the back of the school for a wildlife project. It was suggested that we liaise with their committee for ideas. Mike Hibbs, science co-ordinator, is the contact person.

Setting up Friends of Kilburn Library Garden Project.

Deborah will circulate the model constitution for comments. The model used is a standard document from the Brent website and Charities Committee. There is information about starting up a committee on the BRAIN website. We need to

define our policies on equal opportunities and disability access etc. Concerning child protection, on the Charities Commission application, we need to state that we are not working directly with children, as this will simplify matters. For banking, an account with the Abbey National bank was proposed. However, if we have a Co-op bank account, it is possible to use the Post Office for banking. Deborah is looking into e banking (on-line banking).

**Leaflets.**

Sara will need to add details to the proposed leaflet. She will type these additions ready for the next meeting.

**Feedback.**

Sarah has contacted the local press (Willesden and Brent Chronicle) and will send details of the project when ready. It was pointed out that the Kilburn Times is accessible.

The Project joining form needs to be very simple and should contain a paragraph for people wishing to make a donation but are unable/unwilling to physically support the project.

Linda will look into the idea of having details of the project on the Library joining form.

Avril will contact Mick Pilkington from the Probation Service and check that their team are able to use cutting tools.

Jay will write a 'spec' on what is needed from their team.

Concerning plants, it was decided that we should discourage children from bringing plants for the project as we could have too many of the wrong kind.

**Any other ideas.**

Avril's husband will create a website for the project. We need to spend money on a domain to get a link with BRAIN. Avril said she was willing use her website until this is arranged.

Deborah will contact Grantnet –a website for funding.

Linda will speak to the IT manager about a prompt on the Libraries website regarding the Garden Project.

Judith will bring Salusbury Road School dates to the next meeting so that the Open Day does not clash with their events.

It was proposed that the garden be called 'The Tranquil Reading Garden'.

The date of the next meeting was arranged for Saturday 15 March at 12 p.m. (midday). The final date for the open day will be discussed at the next meeting. Saturday 5<sup>th</sup> April was suggested.

**A.O.B.**

None

Linda thanked all for attending the meeting.