

BHG Open Management Meeting 23.07.22

Distribution: To all members & posted on website

Present:

Beki, Pauline, Kim, Michelle, and Becky

	Action
<p>Matters Outstanding:</p> <ul style="list-style-type: none"> • Annual Report: brief treasurer report to be added to draft and emailed to Pauline for circulation with AGM minutes to all members and attendees. Check previous year's for comparison. • Goat group meeting to be organised to agree future herd strategy and milk requirements. • Membership list to be reorganized alphabetically and to clarify subs paid and check standing orders, Kim and Beki to meet separately. Kim to have access to monthly bank statements. Portion leaders to email last years receipts • Beki to email details of google account access and Whatsapp password • Publicity: research sign makers for field gates at both sites 	<p>KS/BH/ PW</p> <p>BH</p> <p>KS/BH BH ALL</p>
<p>Portion Updates:</p> <p>Goats: Boys at Beki's, no responses yet to advert yet. Beki advised too large and boisterous to be suitable with young children, if no sale decision required mid autumn. Blossom looking skinny, all being treated for lice with essential oils. Orphans being fed 1 litre milk each by Jesse every evening. 4 litres milk being produced in total.</p> <p>Bees: New top bar arrived. National hives full of activity, top bars busy. Decision required re creating more colonies.</p> <p>Ducks: All now on the field together, minimum 2 girls as two eggs and one more occasional are being laid.</p> <p>Veg: Need to think about future direction / format as current lease terminates October 2023. Neighbours Steve and Jan have requested pollarding to the willow this winter and have offered to share the cost, it does need doing as the previous work was not very good and ivy is now taking over the middle of the tree, Pauline to email Jenny. Agreed defunct shredder and powered barrow to be removed Pauline to contact Abbey metals</p>	<p>MM</p> <p>PW PW</p>
<p>Blakeney Hill Borrowers (BHB): Issues to be resolved:</p> <ul style="list-style-type: none"> • Add it as a portion with a cost attached so as to cover insurance: £6 family membership, portion cost £9 • Cost of borrowing each item needs thought, deposits need consideration to cover breakages etc. • Don't need specific places but need a code for where items are kept/collected/who has the item. <p>Michelle will be the technical support, maintenance management by a n other needed. Michelle has registered the project and reported the cost of being on the 1st paid tier of the platform is £10/yr</p> <p>Excess and saved seeds are being added to the catalogue, further real items need to be loaded, this is the hard part but Michelle has developed a template</p> <p>Admin workshop for those interested 20.08.22 10am @ Beki's, bring laptops. Beki to contact Beth</p> <p>Michelle will do a workshop for all members before going live.</p>	<p>BH MF</p>

<p>Finance: Kim reported progress working on last years accounts and this years up to 13th June to set up more detailed balance sheets showing each portion to allow budgeting. Once new system up and running balance sheets will be updated every month on googledrive ahead of Management meeting. Draft Treasurer's Annual Report for Company's House needs checking against last years for format, minor amendments to text noted, RA to comment</p>	<p>KS RA</p>
<p>Fundraising: Food processing day: Beki to book Youth Club for 1st October to launch Blakeney Hill Borrowers and be advertised at Duck Race</p>	<p>BH</p>
<p>Membership: Portion leaders to forward completed membership forms to Kim for cross checking sub payments made or outstanding</p>	<p>BH/MM/ PW</p>
<p>Communication: Portion leaders to check all group members are on messaging: Beki to add Michelle to goat group Pauline to add Stephanie and Rachel (no contact details yet?) to garden group Management group on Whatsapp, Goat and gardening groups on fb messenger, Bees? Agreed needs to be rationalised possible alternative platforms discussed Signal proposed?</p>	<p>BH PW</p>
<p>Website: Needs review and updating. Pauline to update Constitution and policies with current registered address and forward to Mark</p>	<p>MM/PW</p>
<p>Events: Food Processing day: Beki to find suitable online food hygiene course. At previous meeting Beki, Michelle, Rory and Becky expressed interest, Kim at this meeting. Beki to circulate link to course, and this sub group set up to organise and invite interest from all members. Proposals for individual sessions through the day: Pasteurising / canning - Eric Cheese - Deena? Beki Preserves – Kim Fermentation – Michelle Bring own jars</p>	<p>BH</p>
<p>AOB: Pauline to check insurance policy re BHB Kim developing new skincare products using BHG goats milk without palm oil, soap would need certification for sale (can be expensive), but body cream could be sold now</p>	<p>PW</p>
<p>Date next open meetings: Agreed generally every 3rd Saturday of the month Saturday 17th Sept 4pm @ Beki's Working Parties: Goat field 8.30-10.30am Saturdays Veg Garden 3-5pm Fridays</p>	