

COCA Core Group Meeting

20 May 2014, 7:30-9.30pm at Gill Lewis's house

Minutes taken by	Stuart Johnson
Present	Anthony Bullock (AB), Caz Miles (CM), David Hunter (DH), Dave Thomas (DT), Gill Lewis (GL), Gerald Miles (GM), Stuart Johnson (SJ)

	Notes	Owner
Apologies for Absence	Dave Livingstone and Fiona Michael sent their apologies	
Review of previous minutes	The minutes of the previous meeting were reviewed. In general they were agreed to be a fair record apart from missing decision to reject Rupert's request to borrow the cob oven: it is too heavy and fragile to move!	
	<i>ACTION ask Fiona to amend previous minutes</i>	<i>SJ</i>
MATTERS ARISING		
Official opening of Polytunnel 2	In addition to councillor Lyn Jenkins attending, we also had the surprise bonus of Mike James, chairman of the National Park, who seemed very positive about what COCA is doing. No coverage from the press, but we have some good photos.	
	<i>ACTION send press release to Stuart for publishing on website</i>	<i>DT</i>
	<i>ACTION write to thank Lyn Jenkins and Mike James</i>	<i>GM</i>
Publicity video	This has now been completed and posted to Youtube, with a link to view it on the front page of the COCA website. All agreed that Rhiannon had done a great job, and the video had already proved useful at the Green Fayre. General members may not yet be aware of it though.	
	<i>ACTION send text to Stuart for publishing on website</i>	<i>DT</i>
Green Fayre	This was agreed to be a great success, thanks to all who helped. 28 people put their name down as interested; Dave T. has followed up already with an email. We also took £150 on raffle tickets. What worked well: the event shelter; piglets in the trailer! Things to improve: make sure we have hand wipes available next for children handling the piglets.	
Soil Association inspection	All went well, apart from one minor mishap with a mistaken non-organic seed order. This shouldn't be a problem providing we don't repeat the mistake.	
Big Lottery grant application	Dave T. reported he hasn't made any further progress on this yet because of prioritising the UNA work camp.	
	<i>ACTION revise bid for "community centre/vegetable hub" with costing input from David H.</i>	<i>DT</i>
Financial summary	Anthony reported that he wasn't yet clear on cash flow projections but would liaise with Dave Livingstone on this. However the current balance was £982.80, higher than we expected to be at this point in the year, with <i>current</i> income and expenditure broadly balanced.	
	<i>ACTION review cash flow projections with Dave Livingstone.</i>	<i>AB</i>
Fishguard drop off	We haven't yet started the Fishguard hub yet. Rupert has said that he doesn't have work with Ffwrn yet, but when he does start he will be willing to take shares over and help make a display. We don't yet know what would be acceptable/suitable though.	
	<i>ACTION chat with Ffwrn to find out what scope we have for a display and advertising.</i>	<i>DH</i>

UNA work camp Arrangements

Dave T. distributed summary information and actions for meeting, greeting and managing the volunteers were agreed.

ACTION collect volunteers in tractor and trailer (with Gill's help in car if wet). GM

ACTION come up with work list for volunteers (with input from Caz) GL

Equipment

Dave T. outlined a list of items still required:

- Caz said that there was a caravan free for the first camp since there were currently no WWOOFERS.

- Gill offered loan of her caravan equipment for work camps 2 and 3.

- Gerald has several old bikes but they are not in rideable condition. Stuart said that Sue Whitmore at Trefin Hostel may be able to help or advise.

ACTION contact Sue Whitmore for advice on bike repairs. GM

ACTION provide extra furniture for yurt. GL

ACTION contact TYF to see if they have any old bikes we can loan. DH

Food

Dave T. reported that we still need more food: there has been some takeup on the sign-up form, but we still have a shortfall. Gill and Dave T. may be able to help with 'unconventional' sources. Gill and David H. offered to help with barbeque supplies.

It was agreed to use the £150 from Green Fayre to make up any remaining shortfall.

ACTION speak to Andy Dixon about 'foraging' for surplus food. GL

ACTION follow up with Transition Bro Gwaun cafe in Fishguard on possible donation DT

ACTION ask manager of CKs to see if any food spare or willing to donate anything. GM

ACTION donate charcoal for barbeque DH

ACTION donate meat for barbeque GM

ACTION lend barbeque for weekend GL

New Share Shed David H. reported that Ty Pren had quoted £10-15k to put up the frame for a 20x30 single storey building to replace the share shed! (Cheaper if we had wood available on site, which we don't). They may be willing to do a site visit though; also Peter from Hilton Court (who built the 'Squirrel Lodge') was a friendly contact at the Green Fayre and may be willing to offer advice. Gill queried whether we could use cob?

David H. is going on a timber framing course himself soon which should give more practical insight into feasibility for self-build.

ACTION Investigate feasibility of self-build, and if feasible make outline proposal (cost and effort) with input from Caz. DH

Growers Report Caz reported that he has been very busy with transplants: Poly 2 is finished, with over 230 tomato plants! Poly 1 has 35 cucumber plants, peas and beans, lettuce and chard, with an abundance of salad. The potatoes are coming on well. Only problem though: weeds coming up as well! UNA work volunteers will help in short term.

Buying in veg Gill queried how can we keep up our shares going into hungry gap? We will need to keep ordering in, but from increasingly further afield until local harvests start.

It was agreed that we stick with a budget of £3 per head for ordering in while this remains financially viable. Caz stressed that he tries hard *not* to spend as much as this, to make ends meet!

It was also agreed that the harvest prospects are good once we get through the 'hungry gap', but need to communicate this to members.

ACTION write up a motivational 'progress report' post (with input from Caz) to keep members enthusiastic about growing prospects. GL

Free Training Dave Livingstone passed on an email offering free (government funded) IT training. It was agreed that this wasn't really relevant to COCA, and was likely just mass marketing that we could safely ignore.

ANY OTHER BUSINESS

Summer Party Caz asked if it was possible to arrange a party for COCA members before Clement and Colline leave in July. It was agreed this could be a good social event for members (e.g. using the Courthouse garden again) and Gerald pointed out that we made £200 profit from the last harvest party – though this would need more time and effort to publicise more widely. E.g. getting in an outside band could prove expensive, though Dave T. said that Rupert had mentioned possible funding for this.

ACTION check/propose possible dates for summer party CM

ACTION follow up with Rupert on possible funding for party entertainment. DT

County Show Rupert had suggested we consider taking a stall at the county show in Haverfordwest. Apparently this would be £80 for one day though, without a lot of engagement: we get better engagement at smaller events like the Green Fayre. It was agreed not to attend this year and save the money for other efforts.

Treginnis Fete Gill queried whether we would have a stand at the Treginnis fete this year. No-one present was sure though whether it was actually happening this year, so we need more information to make a decision!

ACTION find out more details on Treginnis fete for this year GL

Haverfordwest hub Caz queried whether this was still viable with some members leaving: was it worth making the effort to get shares over to Haverfordwest? It was agreed to leave this for a while to see if there was any new membership e.g. as a result of the Green Fayre.

Polytunnel donation We have the structure for a third (small) polytunnel, donated by Linda Waters!

Extra financial expenses Gerald presented bills for electricity usage and the plumbing in (£170) of a dedicated washing machine for WWOOFER/volunteer use, after shared use of the family washing machine had become too much of a strain. It was agreed that COCA should endeavour to 'pay its way', though Gerald was willing to defer payment until COCA had sufficient cash flow.

ACTION review cash flow with Dave Livingstone to check if/when we expect to be able to pay for plumbing and electricity. AB

NEXT MEETING It was agreed to hold the next meeting on Thursday 12 June in the yurt (!) at Caerhys, at 7pm for a 7:15 start.
