

COCA Core Group : January 20th 2015 (corrected in orange)

present : Stuart Johnson (SJ), Gill Lewis (GL), Antony Bullock (AB), David Hunter (DH), David Thomas (DT) Anne Curran (AC), Gerald Miles,(GM) Caz Miles (CM), Gabrielle Sloane (GS).

apologies : Rhiannon Tate (RT), Nathan Walton (NW),

Minutes of November Core Group corrected (DH not DT to provide Tesco price comparison; 2 spelling mistakes corrected). Accepted with corrections

Matters Arising / Agenda : reports by Group

1. **Growers Group** : Xmas harvest was well received by members, and the 2 week break over New Year didn't seem to cause a hitch. Still some shares were not picked up those weeks. £263 was spent on bought in veg for that period, some of which was stored for more weeks through January. All invoices have been paid to C and M Organics. No volunteers/ Woofas this month (or any booked at all yet) so only Caz + harvest people are working. There was no volunteer workday at end December. Growing Group has had small meeting to sort out seed order; decided that future Grow Group meetings can happen during Harvest days rather than extra evening meetings. An outline budget was presented for revenue items and capital items for the year ahead. **AGREED** : seed order can go ahead (£218.43) but order a pallet of organic compost (£275.00 delivered) for whole season rather than small quantities which have to be fetched from Llandesilio. Buy roll of clear plastic for field cloches (£87.40 +VAT)but only 50 steel hoops (£83.35 +VAT) and less polytwine. Buy shelter netting and posts as listed (£183.88 +VAT.) and go ahead with buying irrigation equipment as proposed in GM's plans presented to meeting (attached) (£444.12 +VAT). Black plastic sheet to be ordered from most cost-effective supplier. Forget the H2Go bag. Irrigation to use mains water from existing field connection point, not requiring diesel pump. Water will cost £2 per 1000litres, which could be £8-10 per week through mid summer, but benefit in crop growth will make up for that.

Action GM, CM, and Grower Group

Discussion point : csa's such as Chagfood take a four month break through hungry gap, still paying the growers but not buying in to boost the shares. Small amounts of own produce are shared out weekly as available. Would this work for COCA? Three months veg buy in March to May cost us about £1000. but members' payments in same months pays COCA £3500, so there would be a loss of £2500. Risk of members leaving and not rejoining. Chagfood members, however, pay through the whole year (£660 pa for large, £500pa for small and £360 pa for single shares) Probably not suitable for COCA but worth considering in future? (if COCA saved on buying-in veg then we could pay our growers a better wage, but could we keep our members??)

Harvest and Distribution: not had a meeting yet. Points raised : promotion in Fishguard area to get more members for a hub there, though only 4 -5 box space available in **Seafront Garage, Goodwick** which has been offered as hub point. Fuel costs for delivering to hub points limits how far away COCA reaches. More vigorous member promotion needed in local Peninsular area. (**everyone**)

ACTION : GS, GM NW

Finance and Fundraising : Easyfunding information has been put on website, to enable members to contribute to COCA.

AB not able to provide cashflow this month, will work with SJ next month to make forecast for year. Main account with £5893.83 at present, with Acc2 holding Cartref COCA funds intact. Accountancy help still needed

ACTION : NW book accountancy help with PBI. AB and SJ work on forecast

Events : Shared Lunch after New Year much enjoyed : 26 people attended, and children made and sold coloured stars to pay for hire of the room. Probably hold these Feasts quarterly ... the next one in early March, use them to inform people about COCA Core work. Other events being considered an “Everything Swap” etc. Spring Party/ event to fund-raise for UNA work camp people.; Easter weekend probably April 4th. Maybe a ceildh dance, make it different from the Harvest Party so as not to “dilute its impact. Really Wild Show on May 24th weekend at next door farm, GM has been asked to do guided walks. Possibly add on our own “feast” event on the back of that ... a venue at Caerhys might be a problem at that time of year. Blue Lagoon “secret” festival ... again see if COCA can get in on that too.

ACTION : AC get Events Group together and progress the events

above

Any event we do ... have a Direct Debit mandate ready to sign people up then and there

ACTION : Membership?

Membership and Volunteers : (Nathan absent) no volunteers have applied yet this year. GM to send NW his response doc for volunteer enquiries.

ACTION GM

European Volunteer Service DT is in process of getting registration with British Council Michi from UNA will probably be able to get it passed by end January in time for February deadline. This would mean we could have 2 volunteers from May , potentially for 12 months.

ACTION complete

application DT

GM will also be mentoring 2 FoE young campaigners for up to a year (funded by legacy from Helen Holder).

Limits to accommodation for vols on the farm (UNA work camps, WOOFers and others) At present there is only room for 10 people (including 4 in the Yurt)... needs to be sorted with priority given to long-term reliable volunteers.

ACTION GM, NW

Publicity and Recruitment : AC is looking after the Facebook page. RT has set up a Twitter account as well (#caerhyscoca).

Ideas for promotional video for YouTube, we watched the Berry Farm comedy set ... Agreed it should go ahead, RT and others to have fun with it.

Public speaking at local groups : GM and AC to get together to try to get bookings for this.

ACTION AC, RT, GM

A scheme called Horticulture for Schools, run through Aberystwyth Uni ... pays for school visits to farms. GM still has informal link with Goodwick Primary School . SJ to forward info to GM

ACTION

SJ

Cartref COCA : to comply with Lottery Terms and Conditions (circulated by email) COCA needs an Equal Opportunities Policy, Welsh Language Policy, logo on all

correspondence. A press release and publ photo will be posted

ACTION : DT

A design meeting will be held in next few weeks of interested and able members/ volunteers. GM has begun collecting materials from a local demolition.

Finding skilled workers: CM and other growers will not be able to be involved much. UNA work groups will be growing-focused though could assist with low skill jobs as well.

Zimmermen proposed as a possible source of skilled carpenters (a German master apprentice scheme) AC to find out more about the scheme. **ACTION**

AC

Planning permissions and Building regs issues to be discussed with local architects

ACTION ; GM talk to Meirion

AOB

1. Transition Bro Gwaun is inviting 4 COCA people to a celebratory meal on Wednesday 28th at 7pm at Transition Cafe. Thanks!
2. TBG is also setting up a scheme to help disperse excess donated foods. Could be used to help supply our volunteers. **ACTION: GS** to find out more details please.
3. Insurance : has it been renewed? Dave Livingston will know.
4. Next members workday is January 31st, working on the fruit areas if fine.

DATE OF NEXT MEETING : Tuesday February 24th , 7PM FOR 7.15 START, CAERHYS.

Action Points summary:

Stuart : 1. Info about Horticulture for Schools to Gerald
2. work with Anthony on cashflow forecast
3. get signature authorized for current account

Nathan : 1. book accountancy assistance with PBI for Anthony
2. for Harvest and Distribution Grp, assess Fishguard hub possible members
3. Liaise with GM about volunteer numbers and accommodation
4. Liaise with GM about response to volunteer enquiries.

Gerald and Caz: 1 order seeds and materials as agreed
2. discuss Cartref COCA planning/ building regs needs with Meirion
3. Liaise with NW about volunteer accommodation, and response to volunteer enquiries

Anthony : 1 work on cashflow forecast with SJ
2. get accountancy assistance through PBI (see NW)

Dave Hunter : continue with Tesco price comparisons

Dave Thomas : 1. arrange Cartref COCA design meeting
2. policies to comply with Lottery funding T and Cs
3. complete EVA application

Anne Curran : 1. find more info about Zimmerman apprentices.
2. organize events calendar in outline, with others.

Rhiannon/ Communications Group : get going with posting videos and creating more!

Gabrielle Sloane: 1. TBG food distribution scheme (register interest for volunteer supplies.)
2. plan Fishguard hub costs etc, if possible.

Gill: 1. continue with Grow Group tasks.
2., run volunteer day