

COCA Core Group : February 24th 2015

present : Stuart Johnson (SJ), Gill Lewis (GL), Gerald Miles (GM), Caz Miles (CM), Gabrielle Sloane (GS), David Hunter (DH), Dave Thomas (DT) Anthony Bullock (AB)

apologies : Anne Curran, Nathan Walton, Rhiannon Tate.

corrections to January minutes : the garage in Goodwick is the Seafront Texaco garage, not a Tesco garage. Otherwise accepted.

Core Group Membership : Anne Curran, Rhiannon Tate, Nathan Walton and Gabrielle Sloane are co-opted members of the Core group, and have been since July 2014. They will stand for election at the next AGM.

Harvesting and Distribution : (GS) Agreed to set up the Fishguard/ Goodwick hub from next month, using the Seafront Garage as the pick-up point. Of the 5 members asked, 4 said they would use such a hub: that is 3 small shares and 1 large... DH will get a rota of volunteers to pick up for all, with no payment offered at the moment. Mileage for the 24 mile round trip from Caerhys would cost £7.20 per week @ 30p/mile.. ... agreed to be an expense COCA could avoid if members organize own rota, collecting from COCA on Friday evening or Saturday morning. They should use the organic cardboard boxes for their shares (like the Ark hub) ... easier to stack, and a good promotional object if non-members see them. GS to notify the members and oversee the first couple of weeks. **ACTIONS** : DH AND GS

Names on boxes in the share shed ... a success! ... people seem to feel ownership of the share and have been phoning the farm to let them know if they are delayed collecting or can't collect. Fewer boxes left each week. Keep the system going.

New scales : digital scales, £50 on-line ... yes, order **ACTION** GS

Date for Annual General Meeting: agreed Thursday April 9th, at Curtis House if possible **ACTION** GL

Events and Publicity : A "Green News " video supporting Plaid Cymru on their website has used film of COCA without our permission, though COCA is not named. Should we object? Are we allowed to be seen as politically affiliated? Would prefer the political party to endorse COCA and csa's, not have COCA endorse them. AC to contact Vicki Moller to put across our view. **ACTION** AC Anne concerned at so few people actually helping with the E and P Group.

Finance : main account has approx £5K in it at present. AB has got HMRC agreement to change accounting date to end of March; all the figures are ready but professional accountant still needed to help with completing the accounts this first time. AB has prepared the CT600 pdf form as far as he is able. GM's farm accountant to be asked to assist. **ACTION** AB, GM

Insurance : Existing insurance policy does not cover use of stage for performers. Agreed we renew existing Public Liability Insurance and then take out one-off insurance for each event that requires a stage. Agreed that existing policy covers volunteers, so must be made explicit in all Wwoofer information that £15 is a gift to cover their food costs, and is not payment. **ACTION**; SJ insurance renewal, NW wording of Volunteer information docs.

Budgets : SJ has produced budget spreadsheets for all the working Groups to help them put together own budget forecasts. These should be complete to present to AGM On web site coca-csa.org/finance should take you to those pages. They will be read only. Group leaders and Treasurer will be able to change data. This will be active from after the AGM. **ACTION** ALL GROUP CO-ORDINATORS

Growers : past month has been indoor seed sowing and beginning to clear the field. Most field crops at an end now, though leeks continue and broccolis and chard will be coming in later. Buying in still at £1.50 per small share and £3 per full share, although often small shares seem to be getting more than

half the quantity of large shares. C and M Organics still main suppliers, but will also buy produce from Romeo Sara in Portfield when a good offer. ACTION CM

Price comparison : DH circulated graph of last 3 months' small shares compared to cost of Tesco organic equivalent: shows that on average the small share would cost 75p more at Tesco.

Cartref COCA : very well attended first meeting with actively interested group of people. National Park pre-application has gone through easily through our friend the architect. Next meeting on 4th March to finalise design. ACTION DT

UNA Work camps : limitation on numbers due to accommodation and cost of keeping them. Agreed that extra bunks will be built in a caravan to take total of 6 (5 volunteers plus one leader), ask for maximum of 6 in each camp including leader. We cannot think of a way of restricting them to over 21 only. Ask for 4 work camps of 2 weeks each, late May, late June, Late July and mid August. Harvest Party Weekend will be August 21st/ 22nd. Catering for the groups someone needs to be responsible for that. Should we pay someone to cater and cook for them? (A lot of food was wasted last year because they didn't like what was provided.) ACTION DT

Volunteers : wwoofing applications are now coming in. We have one wwoofer now til mid March (Flemming ... he is great) The information pack was circulated. and the personal details and health check forms are printed. GM and NW to co-ordinate dates and accommodation etc for various volunteers. The European Volunteers will not be available til at least September, or May next year, as we have missed the current deadlines. ACTION : GM , NW

Really Wild Food Festival : DT has contacted them and booked a site. GM will be doing walks and talks. It will be planned nearer the time rerun of Green Fayre, without piglets (sadly)

Promotion : DH will arrange to do a talk in Fishguard to local elderly group. ACTION DH

Date of next meeting Monday March 23rd at Dave Hunter's home in Abercastle 7pm for 7.15.

Summary of Action Points from February:

Stuart: renew insurance

train group co-ordinators to use the budget spreadsheets

Anthony : continue work on accounts, with GM's accountant's help

Gerald : link accountant to help AB with accounts

co-ordinate volunteer bookings with Nathan

get more bunks built in caravan

Caz : with rest of Growers ... work on budget for AGM

get best price for bought-in veg over coming months, within budget

Gabrielle : get Goodwick hub set up and running

order new digital scales

Nathan : co-ordinate with GM over volunteer bookings and welfare docs.

Dave Thomas : continue Cartref COCA work

book in the UNA camps

(plan ahead for catering)

Dave Hunter: help GS with Goodwick hub set up

give promotional talk

Anne : look at Events budget spread sheet

Gill : organize AGM

prepare Growers Group budget for AGM

Rhiannon : continue with the fun stuff!