

## **COCA Core Group : May 15th 2015**

**present** : Stuart Johnson (SJ), Gill Lewis (GL), Gerald Miles (GM), Anthony Bullock (AB)  
Nathan Walton (NW) Rhiannon Tate (RT)

**Skype** : Dave Thomas (DT) Anne Curran (AC)

**apologies** : Dave Hunter, Gabrielle Sloane, Caz Miles

**corrections to AGM minutes** : in Financial report the accounts were accepted by HMRC not audited by them and the amount received from Big Lottery Fund for Cartref COCA amended.

**Growers Report** : still seeking quotes for irrigation equipment, and costs coming down again as a result. Will report next month. (ACTION GM)

Plenty of action in field and polytunnel, especially grateful for well-attended and active Members Volunteer day at end April. Real problem with no WOOFAs to help out until last days of May, so member volunteers become even more valuable.

**Harvest and Distribution** : Veg shop in St Davids willing to take a few small share boxes for elderly and transport-limited people. Need to promote to over 60s Consider promoting a drop-off in Roche as well? ACTION GL

Fishguard hub need more organic cardboard boxes ... agreed to buy more ACTION GM TYF members are asking for a drop off in town just for them ... suggested they form their own rota!

Hungry Gap upon us again and share quantity is dropping. Letter to explain this to go into share boxes. Expect new harvest to start from mid-late June

**Finance** : see [www.coca-csa.org/finances](http://www.coca-csa.org/finances) (note the plural!!)

Veg sales in April (salads) came to £230. Held by GM as petty Cash, with written cash account in own books, to cover miscellaneous WOOFAs/ UNA day to day expenses.

Generous donation of £880 from anonymous member paid into No2 account for Cartref COCA.

**Tenancy Agreement** : In accordance with Mem of Understanding agreed last year COCA will pay full rent to Caerhys Farm on a monthly basis. At £300/ac for 3.2 acres at £87.50 per month from May 2015. .... AGREED.

Water bills and sum for maintenance of water pump agreed monthly.

Financial forecast shows a deficit by June to August in Number 1 Account, (if not including our agreed £1000 emergency fund). Proposed increase to cost of shares was agreed at AGM. After discussion AGREED : increase Large share cost by £5 per month to £47.

Increase Small share cost by £3 to £25 per month. One month notice to be given to members from June 1<sup>st</sup> for increase from July 1<sup>st</sup>.

ACTION BN RT .. to promote the value of COCA produce and shares over the whole 12 months, and prepare members for price increase.

Price comparison data is on website ... SJ to link to it, RT to promote it.

**Part Time Administrator** : agreed in principle at AGM but agreed now to delay til autumn when finances will be healthier. Spend time looking for outside funding for yje post. RT to create volunteer time recording sheet to use as basis for data for future funding bids. ACTION RT

**5 Year Plan** : GM proposes a group to look further ahead than the Core Group is able to, ACTION GM, SJ, NW in time for next year's AGM

**Harvest Party 2015** : agreed August 29<sup>th</sup> and 30<sup>th</sup> with Friday camping and bar available, maybe just an acoustic set. Saturday pm talks, workshops, stalls and children's activities. Party in the evening with 2 bands, food, stalls etc. Campers leave on Sunday. Events Group under AC's leadership to promote the event months in advance (so no clashes locally!) and organize everything. ACTION AC and group

**Workshare for volunteer workers** : following discussion at AGM and the raise in share cost and need for more regular local volunteer workers decided to offer the following :  
6hrs work in one session on a regular basis (not just a one-off) could have a large share free each time.  
3hrs work in one session on a regular basis (not just a one-off) could have a small share free each time.  
Volunteer member work days do not count.  
Maximum of 5 free workshares allowed per week  
Lesley is offered a free small share plus her mileage for each day she works in recognition of her loyalty and commitment over years now.  
This is promoted via the website ... ACTION RT

**UNA Work camps** : first camp is from May 30<sup>th</sup> for 2 weeks with 6 people plus a leader. The remaining 3 camps are filling now as well. A £500 grant from UNA has been received to help with food costs for all the camps. Gill to organize food for the first camp ACTION GL Accommodation needs frequent checks and repairs. NW and GM to assess what is needed and set up rota of cleaners and checks. ACTION NW GM

**Membership update** :

at May 15<sup>th</sup> 24 large shares, 23 small shares = 49 veg shares total .. the highest we have ever had!! (plus 5 non-share supporters.)  
SJ to set up plan for predicting income dips when membership varies.

Really Wild Food Fest : stall planned for both days plus raffle.

**Cartref COCA** : work day planned for May 16<sup>th</sup> to clear site (was very well attended) Plan for July for foundations and early August to start straw bale build. Costs are rising, so extra funding being sought from Persimmon Homes and the Little Green Fund. The green roof will be extra to planned expenditure and lime render will be extra too.

**AOB** :

1. "Incubator Scheme" from Welsh College of Agriculture considered to assist with labour costs ... but not a good fit with csa concept. GM is looking at Apprenticeship scheme from WAG through the Rural Development Fund for administrator of assistant grower. Careers Wales scheme .. the employer pays about £3 per hour and WAG tops up to minimum wage ... worth investigating, ACTION GM
2. vegware grant runs only until August
3. Wifi for WOOFAs ... get them a pay-as-you-go dongle (what does that mean anyone???)

Date of next meeting JUNE 15<sup>TH</sup> AT Gill's house ... Tegfan, Caerbwdi St Davids SA62 6QP