

## Castlefields Canal and River Park Association (CARP)

### Minutes of the Committee meeting held on 15th March, 2018 at 7 p.m. in the Council Chamber, Calne Town Hall

<b>Present:</b>	Denis Robinson	DR	Chair
	Debbie Smith	DS	Trustee
	Dee Robinson	DeeR	Trustee
	Julie Wakeham	JW	Trustee
	Sue Court	SC	Secretary
	Martin Court	MC	Trustee
	Tim Preece	TP	Treasurer
	Mo Norrington	MN	Trustee
	Richard Mason	RM	W&BCT

**1. Apologies:**

Martin and Karen Boswell.

**2. Minutes of the Last meeting:**

Held on the 18th January, 2018 agreed and signed.

**3. Matters Arising:**

None.

**4. Treasurer's Report:**

Balance is £1649.55.

**5. Correspondence:** None.

**6. Community Involvement:**

- a. **Britain in Bloom:** Colour scheme for this year's planting is red/yellow. Two pots will be positioned in the Castle gate turrets and plants will be provided for the CARP pallet planter. A corporate duck "Bluebell" has been entered in the Calne Duck Race. Date for BinB judging, not confirmed, but anticipated to be early July.
- b. **Safety Forum:** Meeting next week. If anyone has anything for the agenda please pass to Karen Boswell.
- c. **Bunny Hunt:** DeeR informed everyone about eggs donated so far. Expect to collect more next week. MC will produce a Risk Assessment by 26th March, 2018. All help on the day would be appreciated.

**7. Well Dressing:**

SC showed a photograph of the completed pallet planter. The other two are still in construction. They will be delivered to the schools in early April. MN has obtained a 100 litres of compost donated by Buildbase. MN requested that photographs of the planting activity by the school children be obtained for the portfolio and DS will action with schools for parental permission. Thanks to Chris Kemp for providing a workshop and the pallets.

**8. Mound Walls:**

At the CTC Amenities Committee meeting on 26th February, 2018 the following resolution was passed.

*Members received an update on the current position. It was proposed by Cllr Thorn, seconded by the Town Mayor – Cllr Trotman and agreed that works to landscape section 1 bund section 2 and repair section 3 (subject to obtaining consent) and delegate to the Head of Operations to progress.*

*The "sections" referred to above relate to the three areas of wall from the Castle Walk end (section 1, totally collapsed), the leaning , and propped area (section 2) and the length of wall as far as the step immediately prior to Chaveywall Spring (section 3).*

We look forward to progress on this in due course.

Chair reported that members of CTC ground staff will undertake a training course in the use of lime putty. This will mean they will be able to undertake ongoing re-pointing work on the walls. They will also undertake a training course on mini-digger operations enabling them to resolve the drainage issue at the base of the walls.

**9. Outdoor Gym Equipment:**

The two new items have been installed and appear to be well used. The invoice has been received and paid to CTC.

**10. Marden River Survey:** Chair reported that Tom Wilkes has identified potential funders for a survey and has drafted a SWOT analysis. Further input is required from BART before progressing the applications. It is hoped they will be able to provide this some time in April. Thanks were expressed to Tom for his help so far. If funding is successful it is anticipated the survey would be completed during the summer and a meeting arranged with all stakeholders next Winter.

**11. AOB:** Following a recent posting of photos of children on the CARP Facebook page it was identified that the need for parental permission must be obtained by contributors. A note to this effect will be added to the Facebook link *"Contributors must obtain permission of parents/guardians before posting photos of children on this site"*. CARP's safeguarding policy will carry a new paragraph. *"CARP will not publish any photos of children on the CARP website or other links to social media without parent or guardian permission"*.

MN informed the meeting about changes to Data Protection legislation from May, 2018. She will liaise with SC who will ensure CARP is compliant. MN is still in contact with B&Q to obtain equipment and materials to refurbish the boat. Thanks were passed to her for her efforts so far.

**12. Dates of future working parties: 25th March, 2018, 15th April, and 6th May, 2018.**

**13. Date of Next meeting: 17th May, 2018.**