

**TRANSITION PORTISHEAD**  
**Draft Steering Group Meeting Minutes-Monday 8/2/10**

**Present: Gill, Jon, Ann, Elizabeth, Val, Paul.**

**1.WELCOME:** Val welcomed to the group.

**2.OPEN EVENING REVIEW:** Generally felt that it had been successful and the discussion group forum had worked well. We have already agreed to do another Open Meeting on the evening of Tuesday 23/3/10 and agreed that it did not have to revolve around a film. Noted however that the donations received did not cover the costs for the room hire and the wine consumed.

**ACTION:**

- *In future we need to ensure that we cover our costs by way of making a minimal charge rather than a donation so that it is transparent that whilst we are not for profit equally we are not for loss as an organisation.*
- *Agreed that we should devote the next open event on 23/3/10 to the theme of energy to be held @ Jasmine Cottage, starting @ 7.30pm. JG & PT to organize the programme.*

**3.COMMUNITY ORCHARD:** Jon reported that he had met with Sandy T. from Portishead in Bloom and North Somerset Council who were both very supportive and had also got support from Daisy Bickley-Town Council and Peter Burden-Horticultural Society.

**ACTION:**

- *Jon to organize a site visit and invite all of the above to agree the detail of the proposal.*

**4. GARDEN SHARE:** Jon reported that he had received another offer from a resident in Blackdown Road and there was a possibility of another offer as well. No takers to date. Also noted the press coverage received.

**ACTION:**

- *Jon to submit a further press article about the current offer.*
- *Val to identify who runs the Church Allotment Group*
- *Jon to add details to the Landshare website.*

**5.SCHOOLS WORKSHOP:** Ann & Gill had designed a programme which will be trialled @ High Down School on 10/3 & 12/3 as part of their Science Week.

**ACTION:**

- *Gill, Ann, Jon, Elizabeth & Paul to help on the days with Val as reserve cover.*
- *Gill to e-mail us with the details of the items she wants us to collect for the activity boxes.*
- *We need to run through the programme in advance of the dates- a substantive item for the agenda of our next meeting on 8/3/10.*
- *Having reviewed the experience @ High Down we should plan to roll this out to the other first schools in Portishead.*

Elizabeth reported that she had made contact with Paul Wilson of the Science Dept. @ Gordano School.

**ACTION:**

- *Elizabeth & Jon to meet with Paul Wilson to progress.*

**6. TOWN COUNCIL:** Jon reported on his contact with the Town Clerk and the fact that the meeting was deferred.

**ACTION:**

- ***New date fixed for meeting.***

**7. ACTIONS FROM LAST MEETING:**

- ***Jon had contacted Cynthia @ the Avon Wildlife Trust to suggest a Transition input as part of their monthly meeting schedule but got an equivocal response. Will pursue.***
- ***Jon to try the Gordano Society and the Rotary.***
- ***Gill to contact the Lions.***
- ***Ann to contact other appropriate organizations.***

**8. BANK ACCOUNT:** Account with the Co-Operative bank now in place [and £100 Coop grant deposited](#):-

**9. FUND RAISING:** Reviewed situation.

**ACTION:**

- ***Jon to pursue Town Council for a grant.***
- ***Jon to pursue the idea of long life shopping bags with the Transition Portishead logo.***
- ***Jon to investigate the cost benefit of buying a logo stamp for marking books etc. as opposed to using sticky labels.***

**10. ENERGY DAY:** Paul & Jon feedback the results of their planning session-details included as an attachment to this e-mail for reference. Aim to attract 500 local residents which is ambitious and will require a big investment in promotion. The banner is "Save money, save energy, save the Planet". Val raised the possibility of attracting a sponsor like Help the Aged. Somerset Hall booked for Saturday 11/9/10 and next planning meeting scheduled for Monday 22/2/10 @ 10.00 am @ Jasmine Cottage.

**ACTION:**

- ***Jon & Paul to consider Val's idea of a sponsor organization like Help the Aged.***
- ***Jon to confirm the Somerset Hall booking for 11/9/10.***
- ***Jon & Paul to consider whether to invite other local transition groups.***
- ***Jon to circulate details of the next planning meeting on the Google and membership networks to attract other interested parties.***
- ***Ann to contact Dan in relation to publicity material-leaflets & posters.***

**11. FARMERS MARKET STALL:** Discussed again the desirability of a presence linked to promoting Transition via the supply of refreshments. Monthly commitment for a couple of hours and need to cover cost of stall @ £7.50. Agreed a good idea in principle but not to start before May. Possibility of cold drinks rather than hot ones to avoid need to invest in equipment @ that time of year.

Identified who could staff it.

**Action:**

- ***8/5-Ann, Gill & Jon***
- ***12/6-Ann***
- ***10/7-Ann/Jon***
- ***14/8-Elizabeth & Val***
- ***11/9-clash with Energy Day***

**12. SEED/SEEDLING SWAP:** Folk Hall booked for Saturday 24/4, 11.30-1.30 with event running from 12.00-1.00 to allow for set up/clear up.

### **ACTION:**

- **All encouraged to get planting now.**
- **Jon to circulate mailing list to this effect too.**
- **Jon to start a monthly garden slot to mailing list.**

**13. CAR BOOT SWAP:** Discussed the principle behind the event and Ann reminded us that it was essentially about promoting recycling in order to reduce landfill and should have nothing to do with money or who took the items and for what purpose i.e. it was like freecycle. Suggestion that it might be more accurately branded as free recycle. Elizabeth confirmed that she had liaised with the Co-Op who were happy to help in principle but required more detailed information. Event scheduled for Sunday morning 16/5 and possibility of starting earlier than proposed. Needs some more detailed planning.

### **ACTION:**

- **Elizabeth to discuss logistics in more detail with the Co-Op.**
- **Ann to organise posters/ promotional material once she has received clarification about the appropriate text.**

### **14. AOB:**

Ann is due to have a meeting with Catherine McCoy of Somerset Waste on 24/3 @ 4.00pm @ Ann's'.

Local W.I. are due to have an event on climate change @ their meeting on 1/11 @ Somerset Hall @ 7.30pm.

### **15. STEERING GROUP MEETING SCHEDULE:**

- **Monday 8/3 @ 10.00am @ Paul's'- 32 Eastcliff tel. 01275 397222.**
- **Monday 12/4 @ 7.30pm @ Gill & Jon's'**
- **Tuesday 4/5 @ 10.00am @ Elizabeth's'**
- **Monday 7/6 @ 10.00am @ Ann's'**
- **Monday 12/7 @ 10.00am @ Paul's'**

**15. DATE OF NEXT MEETING:** Monday 8/3 @ 10.00am @ Paul's' @ 32 Eastcliff which is down the hill from Ann's, turn first left into Eastcliff and it's on the little square 50 yards on the right and the last house on the right of the square, tel no. 01275 39722, park on Eastcliff.

### **ACTION:**

- **Paul to circulate minutes of today's meeting.**
- **Paul to chair next meeting and circulate agenda.**
- **Gill to do minutes for next meeting.**