

QTNWG: Meeting of trustees 13/02/2023
via Zoom

Attending: Kim Creswell (chair); Rowan Duffy; Laura Palmer; Emma Etherington (treasurer)

Minutes

- **CENTRALISED LOG OF REPORTS POLLUTION/WILDLIFE CONCERNS AND ACTIONS/ OUTCOMES TAKEN:**
 - On-going plan to collate evidence, as described in minutes 12/12/2022 - Rowan has now created an incident log page on the website - this can be developed further when the website is live. Hard copies of incidents should be filed. **ACTION: KIM TO PROVIDE SOME INFORMATION;**

- **APPLICATION PROCESS FOR INTERESTED PARTIES/POTENTIAL MEMBERS:**
 - Laura and Kim provided information to Rowan who set up a membership page on the website. **ACTION: MEMBERSHIP FORM TO BE CREATED FOR ON-LINE APPLICATION (TO BE E-MAILED TO QTNWG EMAIL ADDRESS) AND HARD COPIES TO BE TAKEN TO MEETING. MEMBERSHIP PAYMENTS WILL HAVE TO BE DEFERRED UNTIL BANKING ARRANGED.**

- **MEMBERSHIP SUBSCRIPTION:**
 - It was agreed that the membership subscription should not be prohibitive to those on low income and set at £10p.a. with donation options for members. Those who can not afford £10p.a. should not be excluded - a form should be available on the website for those who wish to apply for free membership bank details. An error in the previous minutes was corrected - Trustees are not exempt from membership fees. **ACTION: AS ABOVE**

- **FREQUENCY AND DATES FOR MEETINGS:**
 - **ACTION: KIM TO PENCIL IN DATES AND SUBMIT TO GROUP FOR APPROVAL**

- **MEETING WITH YEOVIL RIVRS TRUST (YRT):**
 - Meeting arranged for Feb 16th Thursday 1pm at 9 Springs Cafe (as with YRT previously) **ACTION: KIM, EMMA AND LAURA TO ATTEND TO DISCUSS CHARITY APPLICATION; BANKING; FUNDING STREAMS . EMMA TO RECORD MEETING NOTES ON BEHALF OF THE GROUP.**

- **CHARITY STATUS:**
 - The group has agreed that the Charity Status is a palaver which will inevitably take ages and in the meantime there is important work to be done which should not be hampered by lack of charity status. It was agreed that the work, rather than the application process should be priority and the most important thing is to set up a cosignatory bank account so we can accept funding. The charity status application will continue but not as priority **ACTION: TO BE DISCUSSED FURTHER AT MEET WITH YRT**

- **BANKING:**
 - Emma has researched banking options and the favoured account at the moment is 'Unity Trust Business Account'. This needs a minimum initial deposit of £500 and monthly fee of £6. It was agreed by the group that member subscriptions would pay for the banking fees. Emma has begun the application process and reports it being very lengthy. Emma investigated 'Just Giving' page, which is dependant on having a bank account. **ACTION: EMMA AND KIM TO LOOK AT THIS AGAIN AFTER MEETING WITH YRT.**

- **WATER TESTING EQUIPMENT:**

- Kim has set up a QTNWG account with Xylum and has received invoice for equipment. **ACTION: KIM TO WRITE FORMAL APPLICATION FOR EQUIPMENT TO BE FUNDED BY PARISH COUNCIL IN ADVANCE OF PARISH COUNCIL MEETING ON 6TH MARCH FOLLOWING DISCUSSION OF POSSIBLE FUNDING STREAMS AT MEET WITH YRT.**

- **ON-LINE PRESENCE:**

- Rowan has built an excellent website using Hugo Fox. The group agrees a live website and social media platforms are essential for the functioning of the group, particularly in community engagement, newsfeed, and funding. **ACTION: ROWAN TO MAKE WEBSITE LIVE, PIN DOWN DOMAIN NAME AND E-MAIL ADDRESS IN ADVANCE OF THE QTNWG PUBLIC MEETING ON 23RD FEBRUARY. KIM TO SEND ROWAN PREVIOUS MINUTES TO ADD TO WEBSITE. SOCIAL MEDIA PLATFORMS TO BE INSTIGATED FOLLOWING WEBSITE GOING LIVE.**

- **GROUP NETWORKING:**

- Kim and Laura attended the 'Bright Blue Rivers Event' on behalf of QTNWG and Kim spoke. The event was informative and motivational with many other groups and environmental professionals taking part. The importance of joining up with other environmental groups was discussed as paramount. **ACTION: ALL MEMBERS INVITED TO SHARE NEWS OF FORTH COMING EVENTS WITH GROUP**

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- QTNWG was asked to become a member of DCAN. Trustees agreed it was beneficial to network as widely as possible as long as aims and approaches are consistent with our own. **ACTION: LAURA TO LOOK INTO DCAN TO SEE IF QTNWG SHOULD JOIN.**

- Laura has passed on an invitation from Marnhull Green Team to the QTNWG, to attend a meeting, eve of Tues. April 18th, and talk about the group too aid facilitation of a similar group in Marnhull. **ACTION: LAURA AND KIM TO ARRANGE PRESENTATION - LAURA TO ASK GROUP IF THEY HAVE POWER POINT PROJECTOR AND IF THE MARNHULL GREEN TEAM COULD MAKE A DONATION TO OUR GROUP AS A THANK YOU FOR OUR RESOURCE SHARE.**

- Off the back of Kim's business invitation, QTNWG has been invited to attend an 'Earth Day Celebration' in Yeovil on Sunday 22nd April, 11am-6pm at Yeovil Country Park (Ninesprings). Trustees agree that it would be a good event for community engagement, to raise awareness and fund raise. **ACTION: POSSIBLE BUT YET UNSURE AS TO LOGISTICS -**

- Following the RSPB event 'Action for Nature' Kim wrote to MP Chris Loder sharing the groups concerns about the local environment and has received a request from MP Loder for further details. Emma suggested that we should invite MP Loder to one of our meeting but this should wait until we are slightly more established. **ACTION: KIM TO RESPOND TO MP LODER WITH AN EVIDENCE BASED INSTRUCTION (in april)**

- **COMMUNITY ENGAGEMENT:**

- QTNWG has been invited to submit a short piece for the parish magazine. **ACTION: ROWAN TO PREPARE PIECE AND FIND DATES OF FURURE DEADLINES SO WE CAN PREPARE WELL IN ADVANCE WITH DATES OF PUBLIC MEETING**

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- **PUBLIC MEETING 23RD FEB:**

- QTNWG are keen to re-engage with the public after a period of dis-engagement over the xmas time. Meeting planned for SOVH Thursday 23rd February evening, to officially launch website and attract membership. Newsletter to be sent to all interested parties in advance of meeting with content to include all of the things we have achieved since the last public meeting. **ACTION: KIM TO COMPOSE PRESENTATION, WITH INCLUSION ABOUT THE EVENTS WE HAVE ATTENDED BY LAURA. EVENT ADVERTISING TO BE IN PLACE BY 17TH FEB**

FOR DISPERSAL THROUGH SOCIAL MEDIA AND EMAIL CONTACTS, AND REPEAT DISPERSAL ON 20TH/21ST FEB. KIM TO MAKE SQAURE IMAGE FOR SOCIAL MEDIA.

- **OTHER BUSINESS:**
- **NEXT PUBLIC MEETING :THURSDAY 23RD FEBRUARY 2023 7.15-8.30PM**
- **NEXT MEETING OF TRUSTEES VIA ZOOM: MONDAY 17TH APRIL 7.30PM-9PM**
- **QUEEN THORNE PARISH COUNCIL MEETING: 6 March in Sandford Orcas 7.30pm**