

**Minutes of the Annual General Meeting of the Cowbridge Physic Garden Trust Ltd held on Wednesday 15 March 2023
at The Bear Hotel, Cowbridge**

<p>Present</p>	<p>Josephine Homfray (Chair), Genevieve Thomas (Treasurer), Pamela Haines (Secretary), Val Caple, Graham Duffield, Sue Duffield, Martyn Hurst, Matt Jones, Jan Thomas.</p> <p>Susan Bisson (minutes secretary)</p>	
	<p>Bill Clay Gill Clay Dan Clayton-Jones Elaine Davey Tina Edmunds Colette Evans Peter Evans John Foster-Thomas Bernadette Fuge Gillian Griffiths Patricia Hold Melanie Hurst</p>	<p>Jill Jacobs Ailsa Jones Carole Lockyer Suzie Morel Andrew Parker Nina Parker Carole Sherratt John Sherratt Angela Strong Biga John John Winter Mary Wallis Carys Whelan</p>
<p>Apologies</p>	<p>Rose Clay Rob Cope Colwyn Jones Pamela Jones Anne Morgan Derek Morgan Rhian Rees</p>	
<p>Minutes of the last meeting</p>	<p>The minutes of last year’s Annual General Meeting are available electronically on the website. They were confirmed, as read, on the proposal of John Foster-Thomas and seconded by Dan Clayton-Jones.</p>	

<p>Reports</p> <p>Chairman</p>	<p>Jo reflected that it has been heartening to get back to normal, post pandemic. Both the plant sale and the summer garden party have gone ahead. Jo commented on the sad death of Queen Elizabeth II and the accession of Charles III to the throne. We have been advised that, for the present and in her role as patron of The Physic Garden, Camilla Queen Consort will retain the title of Duchess of Cornwall. It remains to be seen whether she will find time in her schedule to continue with patronage of the garden.</p> <p>Jo expressed gratitude for the input of volunteers – in both rain and shine. She noted that new volunteers have joined in 2022 and that visitors value the garden and come from near and far to see it.</p> <p>Jo itemised disbursements throughout the year. We have invested in good compost as some of the beds were depleted of nutrients and we have also replaced some tools. The box hedging in the central beds has had to be removed and will be replaced in the next three to four weeks. Four benches in the garden need replacement. Herbs routinely require replacement because they get 'leggy'. Keeping up to date with health and safety requirements is expensive; we currently need to invest in a health and safety update. Jo thanked the members for being a friend of the garden and asked those assembled to encourage others to take up membership as the income generated enables us to keep the garden in top condition.</p> <p>Jo reflected on last year's AGM talk from Sue Mabeley featuring Nant-y-Bedd garden and the follow up visit by Physic Garden volunteers. The garden initially looks overgrown but is a haven for wildlife. The day of the visit was stunningly beautiful and proved to be very memorable.</p> <p>The Physic Garden has been invited by the RHS to have a stand at the Royal Agricultural Show in Builth Wells from 24-27 July inclusive. Glamorgan are the host county in 2023, therefore representation is particularly important. In good weather 55,000 people a day visit the show so this will also be an opportunity to publicise the garden. Jo extended an invitation to any members who would like to attend; we have been allocated two free tickets a day and there will be free parking for exhibitors.</p> <p>Jo thanked the Chairs of the Physic Garden sub committees -Martyn - the most unflappable vice-chair, Genevieve for her work as Treasurer and also Stephen Mayled who acts as independent examiner. Graham was thanked for his input with endless maintenance issues and Sue Duffield for coordinating the many necessary jobs in the garden. Pam was thanked for tackling the important but often invisible requirements of the Physic Garden in her role as secretary and Val Caple for her ongoing hard work with the newsletter and monitoring membership. Matt Jones was thanked for maintaining the profile of the garden via his IT input and Sue Bisson for doing the minutes.</p> <p>The re-appointment of trustees was proposed and seconded as follows: Martyn Hurst– Proposed Elaine Davey, Seconded John Foster-Thomas. Jo Homfray– Proposed Gillian Griffiths, Seconded Jan Thomas. Genevieve Thomas– Proposed Jan Thomas, Seconded Dan Clayton-Jones.</p>
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	<p>Pamela Haines – Proposed Mary Wallis, Seconded Gillian Griffiths. Val Caple– Proposed Dan Clayton Jones, Seconded Elaine Davey.</p>
<p>Finance</p>	<p>Genevieve was delighted to report that the garden was able to open throughout the entire year to 30 June 2022. The sale of plants and contributions to the donation boxes were significant once the garden fully re-opened. The sale of cards, tea towels and books from the garden and from The Bay Tree also increased substantially. We were able to hold all of our usual events and also received some very generous donations. This gave rise to total income for the year of over £24,000.</p> <p>The total expenditure, before depreciation, was £16,000, of which £11,000 was for the upkeep and promotion of the garden. The balance was the cost of Raising Funds from sales, the costs of putting on fund raising events and costs in connection with membership, such as the newsletters.</p> <p>There was, therefore, a net surplus for the year before depreciation of £8,200 but, as the cost of the garden is being depreciated over the term of the lease, there is depreciation of £6,600 to be deducted. The final result is a net surplus of £1,563.</p> <p>At the year-end we held current assets of approximately £132,000, of which £128,000 was cash. Genevieve was pleased to add that we are now receiving significantly more interest on these funds. This balance of funds is held in reserve for the future maintenance of the garden.</p> <p>Genevieve ended by thanking Stephen Mayled for, once again, being so helpful in reviewing the financial statements at no charge.</p> <p>Dan Clayton Jones asked where the funds are deposited and Genevieve confirmed that they are with Hampshire Trust Bank and Cambridge & Counties Bank.</p> <p>It was resolved that the Financial Statements for the year to 30th June 2022 be approved. They were proposed by Jan Thomas and seconded by Mary Wallis. The resolution was carried.</p>
<p>PR & Marketing</p>	<p>Martyn noted that The Physic Garden has flourished in terms of profile and exposure. It has featured in two recent television programmes, one of which was Dare to Dance with Amy Dowden. The fees received for using the garden are modest but the publicity is valuable.</p> <p>The wonderful weather for the members’ party 2022 made it memorable.</p> <p>Martyn thanked Val Caple for her input with the newsletters and noted that the social media presence of the garden continues to grow - posts on both Facebook and Instagram are frequently refreshed. Thanks were given to the marketing and publicity committee.</p> <p>Martyn mentioned the forthcoming plant fayre on Sat 22 April and thanked Gillian Griffiths for her designs for notelets and tea towels. Both were available for purchase during the evening along with the Physic Garden book.</p>

Maintenance	<p>Graham reported that the most important upcoming task in March is to re- fill the fountain. The quality of the water in the fountain is important, as evidenced by an event on 22 May 2022 when the contents of three washing-up liquid bottles were emptied into the water leading to notable difficulties. Four hours of pumping were required to cleanse the water and the level dropped. A builder then had to repair the fountain. The timing was difficult as it was important that the fountain was in working order for the members' garden party. Later in the year the maintenance team helped to spread compost on the beds and Graham replaced two deteriorating plaques on the Physic Garden doors.</p> <p>A grass mowing rota will soon be drawn up. Graham thanked the maintenance volunteers - David Edmundes, Harry Jones, Phil Dennis, Mike Baker and Peter Jarvis.</p>	
Garden Group	<p>Sue reflected that extreme temperatures in July and August brought challenges for the garden. During this time plants in pots had to be watered daily. Physic Garden policy is not to water the actual beds unless absolutely necessary but this was required, for certain plants, during the dry spell. Any plants lost to drought or cold weather will be replaced. More bulbs – narcissi and tulips – have been planted.</p> <p>We held two plant sales and also sell plants on a regular basis on Thursday mornings. Any contributions of plants should be brought to the garden on Thursdays when they will be gratefully received.</p> <p>The garden has, once again, been awarded a top, Level 5, award for the Wales in Bloom – It's Your Neighbourhood scheme. The comments received from the judges were particularly pleasing reflecting on the heritage plants, a sense of real purpose in the garden, good colour balance and accessibility.</p> <p>Sue passed on her thanks to the volunteers who are quite numerous, at present and said it is heartening to know we still have a waiting list.</p>	
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