

Friends of Windmill Gardens

General Meeting

7pm, Wednesday 29th October 2014
Lambeth Town Hall, Room 101

Minutes

Actions

- FoWG to register interest in the council's cooperative parks plan.
- Finalising the Brixton Windmill activities programme for 2015.
- Suggestions about how to celebrate the 200th anniversary of Brixton Windmill in 2016.

1. Welcome

Present: Sandra Watts, Jean Kerrigan (Chair), Stephen Lawlor (Lambeth), Adrian Garden (Lambeth Councillor), Sujata Biswas (Secretary), Kim Winter, Owen Llewellyn, June Stillman, Chris Patton, Nick Weedon, Jill Reyes, Viv Whittingham, Carolyn Weniz, Laura Zauli, Andrew Frombey, Lesley Pryde, M Turley.

Apologies: Magdalen Rubalcava, Shaun Wilson (treasurer)

2. Minutes and Matters Arising from last GM – February 2014

Agreed as a correct record

AGM – election of officers

Sujata Biswas now Secretary. Steph Oakley – couldn't be involved.

3. Lambeth Co-operative Parks Programme – Jean Kerrigan

Key aim to change way parks are managed. The offer is to allow parks to have more control if want to. No change in ownership. Three options -

Level 1 - Leave it 'as is' with the council

Level 2 - Run by a management board mix of council and friends/community/ward councillors

Level 3 - Go it alone, independent management

Cabinet gave money to the programme to help fund testing this out (pilot parks)

Options 2 – co-operative model for management of Windmill Gardens.

GM agreed with this approach.

4. Future of Brixton Windmill

Report from Sustainability sub-group – Viv

Sustainability Sub-group been set up. Met four times so far, on average once a fortnight

Please see report at Annex A

Priority to consider sustainability of windmill and DEO role once HLF funding ends - will require development of 5 year business plan including purpose built building (currently scoping building idea – permanent building/modular temporary buildings). This would include many ideas for involving community.

The group is looking for someone with budgetary experience.

Much local support, including local primary schools.

Hoping milling will be an income source.

Milling – 28th November training session.

12 spaces, all filled, including commitment to one shift a month.

Will need to consider about the placing of the sifting machine and where to house this.

5. Report from Development and Education Officer Education Programme

2013/14 school year 27 workshops in total (increase of 12 on previous year)

2013/14 school year 705 participants, increase of 395 on previous year

2014/15 to date

No advertising – all booking are for repeat visits

During October:

2 x Little Red Hen (Corpus Christi) – 45 participants

1 x Y6 (Holy Trinity) – 16 participants

November bookings:

6 x Little Red Hen - (3 Holy Trinity – fourth visit) and (3 Ivydale – third visit)

Interest for older children (6 to 11 years old) not that high – after school consultation, three workshops, two of which planned before current EO started in role. Workshop to be reviewed in coming two months and re-written – perhaps a Little Red Hen story for older children. Consultation in November. Intention is to work with local designer and illustrator to create revised LRH book.

Windmill volunteers

Thank you!

Total visitor numbers for 2014 – 886

This included number of quiet days (due to weather).

Urgently to look for PR person since last post holder left.

Volunteer trip to Wimbledon Windmill (waiting to hear back) – possibly postponed until early next year before first open day (so late March?)

First open day will be Easter Weekend, 5th April (three weeks earlier than 2014)

Update on Windmill maintenance

Structural engineer visited and submitted a written report on water ingress

1. Driven rain and moisture entering around the window frames
2. Moisture in the masonry fabric, trapped by the tar applied to the external face, dissipating internally. Moisture is assumed to be a residue from period before building was restored. Decrease in evident damp at high levels is assumed to be due to ventilation provided by the mill cap.

A. Windows and doors

Install weather-drip to all doors and windows to all elevations. Leave existing weather-drips in-situ.

B. Ventilation

Fabricate timber louvres to be installed in window at each level to produce a level of natural ventilation in building

Modify the principal door on ground floor level to incorporate controllable brass grilles to allow a flow of air into building.

Should keep doors/windows open on dry (open) days.

Paul Selwood due to visit on 10th November to look at electric motor. Is aware of deadline of Friday 28th November, as mill training date.

Quoted (and Pay Order raised this week) for the following necessary items for milling –

- Oil can and suitable machine to regularly oil bearings of the cogs £35.00 + VAT
- Linseed oil to oil teeth of cogs £42.00 + VAT
- Chocks/wedges to be used to separate the stones when we clean them
£180.00 + VAT
- Provide and fix magnets to spouts £80.00 + VAT
- Re-align spout from bin on floor above £120.00 + VAT
- Provide cotton canvas for sock to go around spout £45.00 + VAT
- Remove plate to outside of the stone casing and place casing in different position so visitors can see the stones. Only issue would be that the feed adjustment will then be back against the wall £265.00 +VAT
- Provide ladder for access to cap from dust floor £123.00 inc VAT

Paul couldn't provide following and we must source ourselves:

- Dedicated decanter/scoop for transferring grain from sack to hopper
- Sifter for sieving grain from hand querns
- Cordon to cordon off area when milling in front of public
- Dedicated brushes for cleaning stones

HLF funding covers working mills and training

200th anniversary of Brixton Windmill

Next GM to be devoted to this. Something for Events group to lead on.

5. Treasurer's Report

£5, 509.76.

Approx. £3K outstanding from Lambeth Council.

4. Reports from Sub Groups:

Comms - Kim

Mill Memories published in May 2014. Been very popular. With exhibition in Brixton, Clapham and Streatham libraries.

HLF praised book as "great example of what people do".

Events

Festival - Sunday 22nd June – fantastic!

Fundraising – Viv

Now covered by Sustainability Group, see Annex A

Parks

Iain Boulton's bat walks were very successful with good turn out and sightings.

Team from PWC attended and undertook general tidying work (cutting back of hedges)

Application to 'Lambeth Legacy' fund for £1, 800. To fund 45 tai chi sessions free in the garden.

Two members looking at archiving material. Will be attending session on 4th November.

5. AOB:

Next General Meeting proposed dates: 12th or 19th February 2015.

REPORT FROM THE SUSTAINABILITY SUB-GROUP TO FOWG GENERAL MEETING OCTOBER 29TH 2014

This FoWG sub-group has had four meetings since September 11th, with an attendance ranging between 8 – 11 people, some from the Executive Committee and some newer members. We advertised widely for support through the newsletter and website. Councillors have been supportive.

It quickly became evident that we needed to:

- prioritise the replacement of the HLF funding, ending in 2015, and the continuation and development of the education project, and that required that we
- develop a viable 5 year business plan that must
- revolve around the development of a purpose-built building, providing a base for existing educational programmes and community activities, and future developments. FoWG have many ideas for increasing the involvement of local people, businesses, schools, and other organisations, and see the potential of the windmill as a catalyst for the education and enjoyment of history/heritage/science/environment and sustainable energy. It was agreed that sustainability was bound up with the provision of a wide range of services and activities, linked to the unique and iconic windmill, many of which could bring in an income.

The group has been working in several areas, namely

1. Scoping of buildings

- a. Permanent. Further to Lambeth Council's Draft Parks Capital Plan's proposal, re Windmill Gardens, that £350k be made available for a building for education and other activities, we have gone ahead to explore possible ways of working in partnership locally, types of building, and locations.
- b. Temporary. Since any permanent building won't be in place for some years, the group has investigated the option of getting a modular building, which seems to be expensive, and is looking at other ideas.

2. Writing the 5-year Business Plan. Jean is working on the Organisational information, Stephen on the project plan. We have yet to tackle the Finances section (Organisational budgets, financial policy and procedure and cashflow forecasts and risk)- **and are looking for someone with budgeting experience to help with this.** All members have been feeding ideas into the Funding Strategies e.g. Penny and Ann have been looking at how other windmills are sustainable, and a **document of Funding Ideas has been constructed with the aim of getting supporters to donate their skills**

Processes: We have used tools such as a SWOT analysis, a planning triangle and a Business Plan toolkit. The results are below. Work is on-going.

Future work: We are continuing to:

- develop the planning triangle - firming up our Overall Aim/High Level Impact, Specific Aims/Outcomes (why we do it), Objectives/Impact (What we do), and Inputs and,
- working on, and slotting in elements of the 5- year Business Plan.

We see the need for the development of a partnership and outreach strategy to include community engagement and membership