

**Minutes of the Annual General Meeting of the Cowbridge Physic Garden Trust Ltd held on Wednesday, 21 March  
2018 The Bear Hotel Cowbridge**

<b>Present</b>	<p>Josephine Homfray (Chair), Martyn Hurst (Vice Chair), Genevieve Thomas (Treasurer), Pamela Haines (Secretary) Mary Wallis, Gillian Griffiths, Val Caple, Graham Duffield</p> <p>Sue Bisson (minutes secretary)</p> <p>Anna Andrew John Andrew Rose Clay Dan Clayton-Jones Elaine Davey Graham Duffield Susan Duffield Tina Edmunds Colette Evans Peter Evans John Foster-Thomas Bernadette Fuge Chris Gill Mary Gowen Andrea Harries John Homfray Ysobel Hopkins Melanie Hurst Leonor Meredith Anne Morgan Derek Morgan</p>		
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	<p>Frances O'Kelly  Derek Osborn  Pamela Robins  Helen Taylor  Hilary Thomas  Jo Williams</p>		
<b>Apologies.</b>	<p>Brooke Boothby  Robert Cope  David Edmunds  Lin Edwards  Rebecca Exley  Christine Hughes  David Hughes  Susan Inkin  Jill Jacobs  Linda Osborn  Annie Pearce  Jill Roberts  Charles Sanders  Venetia Sanders  Bryan Thomas  Beverley Tonkin</p>		
<b>Minutes of the last meeting</b>	<p>The minutes of last year's Annual General Meeting were confirmed, as read, on the proposal of Dan Clayton Jones and seconded by John Foster-Thomas.</p>		
<b>Reports</b>  Chairman	<p>Jo Homfray emphasised that 2017/2018 has been another great year for The Physic Garden. Recognition grows nationally and internationally. We have made a particularly strong link with The Schauenburgs in Breisach Germany who are designing The Klostergarden on the site of a monastery. The Physic Garden are hosting a Swiss gardening group in August.</p> <p>HRH The Duchess of Cornwall has renewed her patronage of the Garden for a further 5 years.</p>		

	<p>During 2017/2018 the Garden has received a generous bequest of £5,000 from the estate of Mrs Marie Fairweather. Thanks were offered to her family for this; the money will be spent on something memorable.</p> <p>Jo gave thanks to a variety of people who have contributed to The Physic Garden.</p> <p>Mary Wallis steps down this year as a trustee. It is hard to articulate the value of Mary's contribution; her wisdom and knowledge are immeasurable. Thankfully whilst Mary is resigning as a Trustee, she is staying on as a garden volunteer.</p> <p>Rebecca Exley has stepped down from her role as organiser of tours and talks. She was thanked for her hard work over the years. Get well soon wishes were also sent in recognition of her broken ankle. Mary Parsons was thanked for agreeing to take on this role.</p> <p>Lin Edwards has stepped down from her role as Minutes Secretary and was thanked for her hard work. Sue Bisson was thanked for taking on this role.</p> <p>Val Caple was thanked for her hard work on the newsletter and for attending data protection courses.</p> <p>Glen Roberts was thanked for taking on the mantle of redesigning The Physic Garden website in conjunction with George Burns. The website is due to launch at the end of March.</p> <p>Jo gave thanks to trustees Martyn Hurst, Mary Wallis, Gillian Griffiths and also to Stephen Mayled, Peter Clinton, Eddie John and John Skalitzky for their various roles in ensuring the smooth running of The Physic Garden. She also thanked the volunteers.</p> <p>The Physic Garden continues to win awards – both Green Flag and Wales in Bloom in the last year.</p> <p>The poor weather for the summer garden party was regrettable but not wholly unexpected. Upcoming events include John Robert's Marie Curie fundraiser and The Army Benevolent Fund in September. Anna Pavord was announced as the speaker for the 2019 AGM.</p> <p>The re-appointment of Val Caple as a trustee was proposed by Rose Clay and seconded by Mary Wallis. The re-appointment of Linda Osborne as a trustee was proposed by Dan Clayton-Jones and seconded by Melanie Hurst.</p> <p>The re-appointments were passed via a show of hands.</p>		
Finance	<p>Genevieve Thomas reported another successful year.</p> <p>The total income for the year was £21,000 of which 58% was from membership and donations and 39% from other trading activities (functions and sales). The balance was investment income.</p>		

	<p>Total expenditure, before depreciation, was £15,000. 76% of this was for charitable activities (upkeep and promotion of the garden); the balance was the cost of raising funds from functions and sales. This gave a record net surplus for the year, before depreciation, of £6,121. As the garden is being depreciated over the term of the lease, however, depreciation of £10,983 is to be deducted making the final result a net deficit of £4,862.</p> <p>Net current assets at the year-end were £123,000, £119,000 of which is on deposit. We do have further maintenance projects which will be carried out over the coming months. The balance 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 accounts free of charge.</p> <p>The Treasurer's report was proposed by Jo Williams and seconded by Derek Morgan. There was a show of hands.</p>		
PR & Marketing	<p>Martyn Hurst reported that the criteria for participation in The Discovery Tent at the RHS Show in Cardiff in April has changed; this means The Physic Garden has not been allocated a slot for 2018. Physic Garden leaflets will be displayed, however.</p> <p>Leaflets have been widely distributed; it is difficult to accurately assess the relationship between leaflet-uptake and visits. Tripadvisor reviews are positive. Leaflets will be re-designed over the forthcoming year.</p> <p>The website is a very positive development. Glen and George have created a visitor friendly site which includes a 5 minute video from Y Bont Faen school, made as part of a technology project.</p> <p>Sales of the book <i>Celebrating Ten Years of Spadework</i> is breaking even.</p> <p>Martyn ended by thanking Gillian Griffiths for her artwork towards a new set of notelets.</p>		
Maintenance	<p>Graham Duffield reported that maintenance jobs in the garden last year included work on the gazebo and maintenance of the water fountain. Certain jobs, (for example mending the erosion on the fountain plinth), were challenging and required intervention from specialists.</p>		

	<p>Progress on the resurfacing of the paths is not straightforward. Only 3 out of 9 companies approached have supplied a quotation; this may be because resurfacing will be a big job and access to the garden is not easy. Once the resurfacing is underway it will take several weeks and will be done in sections. There is a preference to opt for resin bound surfacing rather than resin bonding as the former protects against UV and allows for drainage. There will be a cost implication for this.</p> <p>Graham passed on his thanks to the maintenance team -David Edmunds, Harry Jones, Peter Jarvis and Phil Dennis.</p>		
Garden Group	<p>Gillian Griffiths pointed out that it has been difficult to predict, accurately, what will be happening in The Physic Garden this year because of aberrant weather patterns. There has been a bumper crop of fruit which Brenda has maximised by making a range of jams, jellies and marmalades.</p> <p>The Garden has continued to garner awards. This is very pleasing but what is most important is feedback. We have received some very positive feedback, including during the winter season when the snowdrops and cyclamen have been singled out for praise.</p> <p>Volunteers are not always able to garden during the winter months due to adverse weather. A group still meets on Thursdays, however, when continuity is maintained over a cup of tea. The average age of the volunteers has reduced, slightly, over the last year or so.</p> <p>Tours and talks are proving to be popular. More volunteers have agreed to act as guides in order to spread the responsibility for both talks and tours. A visit from Romily Park Primary school, which focused on the sensory properties of plants, was a great success for both pupils and volunteers.</p> <p>The annual plant sale is on 28 April 2018. Gillian made a plea for any spare plants and for plant division in order to maximise the success of this. Plants should be taken to the garden on Thursdays.</p> <p>Gillian ended by hoping that Spring is on the horizon.</p>		
<b>AOB</b>	There was no other business.		

