**Meeting:** Congleton Sustainability Group

**Date**: 03.05.22 **Time:** 6:30 pm **Location:** Zoom

**In attendance:** Cathy Dean, Heather Seddon, Jackie Kay, Patti Pinto, Kay Wesley, Margaret Gartside, Linda Aston, Lisa Hargreaves, Peter Aston.

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| **Item** | **Agenda Item / discussion** | **Action / comment** |
| 1 | **Welcome and Introduction.**Heather chaired the meeting and welcomed all attendees. |  |
| 2. | **Apologies** Jackie MacArthur, Glen Williams, Sharon Joynson, Alec Scarebrook. |  |
| 3. | **Matters arising / Actions from the last meeting****Facebook Promotion:**1. Green Group has shared the marketing calendar that CSG can tie in with. Cathy to action posts. May is #nomowmay – please help support by sending in videos. (See marketing below). 2. We need a new photo of the group for Facebook - Carry forward – suggested we try and get a new group photo at the AGM. 3. CSG membership forms 16 membership forms have now been received; the form will be attached to the minutes. **Please send in your completed forms by the 31st May ’22. Only members of CSG will be able to vote at the AGM.**4. Heather agreed to draft a Letter to Fiona Bruce and to send out for review by members. The letter will also be sent to The Congleton Chronicle to raise the name of Congleton Sustainability Group.– Raw sewage in the rivers will be the subject of the letter. You can find out more info and see that sewage is released directly into the River Dane: <https://theriverstrust.org/key-issues/sewage-in-rivers>.  | **Cathy** **Heather** **ALL****Heather**  |
| 4. | **Marketing** #NoMowMay - Note that Plantlife is inviting people to do flower counts too: "At the end of the month, join in with our nationwide “Every Flower Counts” survey. Not only will you receive your very own “nectar score” for your lawn, you’ll help us learn more about the health of the nations’ wildflowers."<https://www.plantlife.org.uk/uk/discover-wild-plants-nature/no-mow-may>Post videos on social media with the hashtags #CongletonGreen #NoMowMay National Walk to School week starts 17th MayBig Plastic Count - Count your plastic for one week – 16-22 May 2022. <https://thebigplasticcount.com/how-it-works>“Across the country, households of all shapes and sizes, schools, community groups and businesses, will gather new evidence. How much plastic are we really having to throw away, and what happens to it?We’ll show the government it’s time to commit: reduce single plastic use by 50% by 2025 by switching to reusable options that work for everyone – and ban sending our waste to other countries.”National Gardening Week 28th May – 5th June We are really trying to reach and educate people who don’t know about these issues, please support and share!  | **ALL** |
| 5.  | **Finance** Linda shared the updated Finance report, attached with these minutes.Repair Café has successfully applied for a grant from the MWMR (Contributed by a community grant from Congleton Hydro) £600. Barry has successfully applied for a grant for Air Pollution a sum of £660Patti still needs to send in invoices. It’s been agreed that the year-end should follow the end of the tax year. (5th April). Heather Davies is to be approached to audit the accounts. Linda has expressed an interest to step down from the Treasurer role, **if any members would like to nominate themselves, please come forward.**  | **Linda** **ALL** |
| 6. | **Constitution and AGM** As a group, we made some minor amendments to the draft constitution (attached with minutes). Point 13 in the constitution raises the point of CSG assets, what are they and how are they identified and recorded? This needs further clarification. The constitution to be formally adopted at the AGM must be signed and dated by the Chair. Cathy to email the current distribution list stating that membership forms will need to be completed by 31 May 22. Only members will be able to vote at the AGM, where the election of the executive of CSG will be performed. Heather Seddon is acting Chair and is wanting to continue in the position. Linda Aston is looking to stand down as Treasurer – if anyone would like to take on this role please do step forward! It is proposed that the Secretary will be the Congleton Partnership Officer, Cathy Dean.AGM: 7th June at The Old Saw Mill, 6:30 pm –. **Only members of CSG will be able to vote.** Members – need to opt into share email addresses (GDPR) add to the membership form. Note: This has been completed and the membership form is now at v2.0, attached for information. It would be helpful if members do select to share their e-mail addresses as group discussions can take place by ‘Replying to All’ which may be useful eg, when reviewing letters**Just Bee Garden**Raised £5000 in grants and the project is well underway.Looking for sponsorship for 2 x benches approx. £1000 each.Lots of interest from passers-by, children really excited, a well-being space for people to relax in.   | **Linda, Peter, Heather****Cathy** |
| 7. | **Group Reports**We have a standard format for group reports, see attached report template. Reminders to be sent to group leads prior to meetings. Volunteer hours are especially important to be recorded for reporting process to Cheshire East.  |  |
| 8. | A.O.B Next Meeting: Time: June 7th, 2022 06:30 PM The Old Saw Mill Yoghurts pots and recycling – Waste Watchers App can tell you where items can be recycled. Also a lot of resources on Asna website: <https://www.ansa.co.uk/ansa-in-the-community/community-toolkit.aspx> |  |

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| Sub-Group | Plastic Free Congleton |
| Time period of Report (Month, Year) | March 2022 | Name: | Heather Seddon |
| Description/Aims of Group | Plastic Free Congleton aims to reduce the use of Single-Use Plastic from our beautiful town. Single-use plastic is a litter and pollution issue. Please join us to see how you can help! We are a small group of volunteers who are working towards Congleton becoming a Plastic Free Community, a scheme run by Surfers Against Sewage. |
| Details of Next Meeting | 18 May 2022, 7:15 pm, The Lion & Swan |
| Volunteering Opportunities/Up-coming events |  |
| Successes/Information | We are 97% through the scheme, so very nearly there! We need more community spaces and community groups to sign up to become Community Allies. To become a Community Ally the community group needs to sign the pledge to support Plastic Free Congleton, spread the message about reducing single-use plastic and if the group uses single-use plastics, reduces or replaces them with reusable alternatives. |
| No. Volunteer Hours from Group | 3 hours (Heather) |
| Contact Details(e-mail address) | heather.seddon2@btinternet.com |
| Facebook Link | [Plastic Free Congleton | Facebook](https://www.facebook.com/PlasticFreeCongleton/about/?ref=page_internal) |

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| Sub-Group | Plant Swop  |
| Time period of Report (Month, Year) | 2022 | Name: | Lisa Miller |
| Description/Aims of Group | To encourage everyone to grow and encourage diversity  |
| Details of Next Meeting | 12/06/2022, Astbury Mere Carpark  |
| Volunteering Opportunities/Up-coming events |  |
| Successes/Information | Very active Facebook page, encouraging to see lot’s of people transforming their gardens.  |
| No. Volunteer Hours from Group |  |
| Contact Details(e-mail address) | Hargreaves\_lisa@hotmail.com |
| Facebook Link | Congleton Plant Swop (<https://www.facebook.com/Congleton-Plant-Swap-106700115088474>)<https://www.facebook.com/groups/239523131427356> Congleton Plant Swop Group |