



GROSVENOR

Notes of a Meeting

Belgrave Square Garden Committee
26 January 2011 – 5pm – 7.20pm
Seaford House, 37 Belgrave Square, London, SW1X

Present:

Committee: Mary Regnier-Leigh (Chair) (MRL)
Amanda Bond-Elliott (ABE)
Lady Cleaver (JC)
Andrew Gordon-Lennox (AGL)
Lawton Fage (LF)
Caroline Lister (CL)
Helen Oratore (HO)

Grosvenor: Nigel Hughes (NAH)
Stephen Smith (SS)
Kathryn Samuels (Sec) (KS)
Martin Hutchinson (Charge Gardener) (MH)

Apologies: Julie Wetherell (JW)
Olga Kennedy (OK)

Notes copied to: All attendees and apologies
Grosvenor Gardens website
Belgrave Square Garden noticeboard
John Clark, North Mayfair Director, Grosvenor

Action

1.0 Notes and matters arising from the previous meeting

1.1 The notes of the previous meeting were agreed

1.2 The following matters were arising:

- (3.2) Measures will need to be taken to prevent damage happening again to the area of lawn by the east gate when it is turfled. SS to obtain quotes for signage and roping and MH to obtain a quote from Oriel Metal for railings.
- (4.0) Committee to refer to the warden scheme and show that they have been proactive in managing the garden
- (10.2) KS reported that the new Belgrave Square resident is no longer interested in joining the committee and so there is still a vacancy to be filled by a member of the square

SS / MH

2.0 Chairman's report

2.1 MRL reported that the gardens are looking well cared for

2.2 Children are climbing on the pergola and trellis causing damage. SS / MH to investigate moving the bench away from the pergola and looking at the planting scheme, possibly including rambling roses.

SS / MH

2.3 Tree roots are pushing up the paths which needs to be taken into account when the new

SS

path is laid this year

3.0 Landscape Manager's report

3.1 MH reported:

- The contractor will be repainting the tennis court in 2-3 weeks as the surface painted in autumn has worn away in places
- The compost bay is finished and has been a success, looking much tidier
- Main jobs in the last month have been pruning the trellis and pergola and jet washing. The benches in the Quiet Garden have benefited from a jet wash and all garden benches will now be done.
- Woodchip will be put around the benches temporarily. Quotes are being obtained for a bonded surface that can not be kicked around as a better long term solution.

3.2 AGL praised MH for his hard work and commented that the garden is looking really good

4.0 Budget / Accounts

4.1 The budget was agreed

4.2 The following matters were arising:

- The inner paths were not resurfaced in 2010 as budgeted so an accrual of £15,000 is carried over to 2011 when this work will be done
- Only half of the £15,000 budgeted for tree pruning was spent in 2010
- The annual management fee is the cost charged by Grosvenor for managing the garden.
- The lease agreement is being put together by Andrew Maskell. He is looking at a package to lease modern machinery to bring down the costs of running the gardens, the cost to be spread across the gardens on the estate according to surface area.
- NAH will approach the Committee with proposals for the use of consultants fees when appropriate NAH
- SS to investigate the increase in electricity charges in 2010 SS

5.0 2011 garden charges

5.1 The following changes were agreed:

- The annual garden charge to increase by £15.00 + VAT to £210
- The dog registration annual charge to increase to £30.00 including VAT
- A replacement dog tag to increase to £20.00 including VAT
- Children's parties to remain at £150.00 but an additional charge of £20.00 + VAT per hour for security is to be levied to cover the duration of the party

KS

6.0 Wardens – dates and costings

6.1 NAH advised that weekday warden duties would be covered in house by three mews wardens and one of the gardeners during the peak months of May, June and July, working until 6pm. 200 working hours are available at £20.00 per hour, costing a total of £4,000.00 as detailed in the budget. MRL asked that this issue, particularly weekend and evening cover, be revisited in the summer as things progress.

6.2 It was agreed that outside members holding children's parties should be charged for warden duties to cover the party times (see 5.1). KS to roster warden duties during parties.

KS

6.3 SS to draw up the general roster including:

- Half term and Bank Holidays
- Briefing the wardens on their duties including checking dog tags

SS

6.4 Committee to consider drawing up a rota amongst themselves to provide additional cover. ID badges would need to be worn. MRL to advise at the AGM that committee members may make themselves known in the garden.

MRL

7.0 Garden party 2011

7.1 The Garden Party is to be held on Tuesday 21 June 2011 from 7pm to 10.30pm. Shining

	Wit will handle the permits.	
7.2	<p>ABE is currently working on the following details:</p> <ul style="list-style-type: none"> • Cubitt House (Stefan Turnbull) or Mustard to provide the catering which is to include a barbecue. The time that the barbecue will start is to be printed on the invitation. • Complementary wine, cocktails and soft drinks • Champagne cash bar • Cigar bar • Magician / conjurer • Live music (different to last year) • Pre bookable tables with wine. One waitress to service two tables. The price of a table to include the price of wine. Guests with tables to be distinguished by a badge system. Consider asking waitress to pour the wine. • Two tents are required to accommodate the tables. This will increase costs. The £7,500 raised by the levy may help to cover this. There was a £6000 deficit last year. The tennis court fund will not be available to cover party costs this year. • SS to check whether the Eaton Square Garden tents are available • A ticket price of £40.00 for members was proposed with a higher rate of £55 for non members 	SS
7.3	ABE proposed that Shining Wit run a children's party the following day with Grosvenor covering the costs. The hire for facilities could be shared between both parties. A fee of £15.00 for non members was suggested whilst members would be free. NAH to check on the budget and get back to ABE.	NAH
7.4	<p>Grosvenor to handle mail shots.</p> <ul style="list-style-type: none"> • The date of the Garden Party to be publicised at the AGM. ABE to draft an initial notification in the form of a letter which is to be sent out as an enclosure with the AGM invitations to all keyholders in early February. • Invitations to be sent to all Belgravia residents in mid March and notified that ticket sales will be on a first come first served basis. 	ABE / KS
7.5	Sponsoring a table in exchange for low key advertising was discussed. NAH to arrange a meeting between ABE and Chrissy Dawson to discuss ideas.	NAH ABE
8.0	Letting out the garden for commercial events	
8.1	This item was not discussed	
9.0	Review of garden walk dates	
9.1	MRL, JC and CL to liaise and advise KS if they wish to change the garden walks from Thursdays as currently scheduled	KS
10.0	Party requests	
10.1	A Grosvenor Sports & Social Club tennis evening was authorised for Thursday 28 th July	
10.2	An inside members party for the Royal College of Psychiatrists was authorised for Friday 17 th June	
11.0	Incident reports	
11.1	Two incident reports were handed out. Members to get back to KS with any comments.	
12.0	AOB	
12.1	KS to investigate arranging for the "Garden Square News" to be sent to the Chairman	KS
12.2	The AGM has now been set for Tuesday 15 March at Seaford House: 4 – 4.45pm – pre-AGM meeting in Senate Room A 5 – 7pm – AGM in the Lecture Room	
12.3	SS to consider using Roots and Shoots	SS