

Minutes of the 2009 Wychurst Site Meeting

1. The Meeting convened at the Scout Hall next to the site, 1700hrs 14th November 2009

- a. There were no previous minutes to agree.
- b. Attendees: Apologies were received from Kevin Lawless and Liz Tice (but not announced!)

Alan Tidy Chair / Sec'	John (the Bee) Holmes	Ian Lewis
Kim Siddorn	Nigel Amos	Alison Offer
Paul Assheton	Lucy Wheatley	Kevin Cowley
Alastair Springate	Gavin Archer	Chris Boulton
Tom Gibson	Louise Schoss	Adrian (Clanky) Pinn
Steve Etheridge	Stephanie James	Alan Staves

2. Progress Report

- a. The ground has been “graded” in various areas which when consolidated by the elements and the growing grass, will have freed up more space on the site.
 - b. A decision to limit through-traffic (to essential vehicles) has generally been successful.
 - c. Security to the Longhall has improved due to the door furniture/ironmongery being installed to the “inner doors”. This now allows the Longhall to be locked without the cumbersome use of scaffold poles and wooden blocks.
 - d. The hall was weatherproofed by the installation of the wooden shutters at either end of the hall.
 - e. The ships were moved out of the burgh, into the far corner of the site.
 - f. Partly because of this, the new ring road was laid, and it is this road that should be the primary route (anti-clockwise) to the “car park” by the ships.
 - g. The chain link fence has been installed around half of the site – this has yet to have the three-strand barbed wire along the top. (CB & PA to investigate home-made barbed wire).
 - h. Several hundred saplings have been planted along the tree screen, for additional security and privacy.
 - i. The Fire Lake has been sandbagged, to allow foliage to grow, and consolidate the banks.
 - j. The Stables have been turned into a Wood store.
 - k. A free compost source was identified in Wildwood, which is available during early morning (before Wildwood opening hours).
 - l. The fighting platforms had handrails fixed and steps installed.
 - m. The palisade was levelled all the way around.
 - n. A shipping container was installed and filled with inauthentic tools and supplies. It is now full. However there are some items that will be removed, such as fire pump and hose.
 - o. The last of the external plasterwork was finished.
 - p. We are still awaiting sign-off from the Building Control Officer (BCO). It was suggested that the original plan to get the BCO in “as soon as”, should be reconsidered due to the recent heavy rainfall and the equally recent re-surfacing of the through-road. (*Addendum - Action on John the Bee / Adrian to monitor road condition and to inform the WPC / Kim*)
- ### 3. Alan Tidy presented a copy of the Wychurst Survey to all attendees. The results were discussed and suggestions made.
- a. Attendance
 - i. Whilst nothing can be done about the location of Wychurst, attendance can be encouraged from distant groups through subsidised travel. This will be investigated further but the onus will be on local groups to arrange travel to work weekends themselves. Details will be posted.

- ii. Deliberate invites to local groups who have not attended work weekends.
- b. Organisation
 - i. It was asked whether existing cooks could offer a Mentoring Service in the kitchen, to encourage cooks who are able, but uncertain on how to “scale” up catering. This was agreed in principle. In the new year the WPC will remind volunteer cooks of the scheme.
 - ii. To give people a better idea on what work needs doing, Heads of Departments would send out invites for assistance together with a list of tools that would be useful.
 - iii. It was agreed that each day there should be a site meeting in the Scout Hall immediately after breakfast (0900hrs).
 - iv. It was also agreed that there should be a wash-up meeting after lunchtime on Sunday (1400hrs) to identify jobs that need urgent assistance, and to draw the attention of other workers, of what else is happening on site.
- c. Planning Process
 - i. All building designs to be drawn up, published and agreed before planning permission sought and that no work on any buildings would be undertaken without planning permission.
- d. Communication
 - i. Though this is commented on in Sect. 7 of the minutes, it was also mentioned in the survey.
 - ii. There was a suggestion that a Christmas Card could be sent out to all the membership that could contain a mailshot email address that people could “subscribe” to, to specifically be used for an electronic newsletter.
 - iii. Also suggested, were flyers could be handed out at shows to both members of the public and Regia.
 - iv. The Wychurst Survey will be published in Chronicle, as will the minutes of the meeting.
 - v. There was also agreement to recreate the photo/information board to take to shows to try to encourage attendance.
- e. Water on Site
 - i. Kim provided an update on the source to pipe water to the site :
 - ii. Digging across the road is considered as too expensive, considering there is a possibly cheaper alternative.
 - iii. There is already a water pipe of apparent sufficient diameter which Regia could spur off, and extend it to, at the very least, inside the security gates, where currently the modern toilet block is envisaged in being built (subject to planning permission). Kim is awaiting response from the scouts as to this possibility.
 - iv. Kim also commented on the expense of the alternative method of mining for water using a borehole. This would cost in the region of £100 a meter. Currently it is suspected that water exists about 130 metres below ground.
 - 1. Since these minutes were drafted, it was decided by the Scouts that they would not allow us to spur off their supply. Alternatives are now being discussed, but fresh, piped water on site is now looking financially unlikely any time soon.
- f. Shows at Wychurst.
 - i. We should aim to do all the work at the next series of shows – advertising, taking money, dragging in members of the public. Everything.
 - ii. Wychurst regulars should “sell” Wychurst shows at normal Regia Shows.
- g. Other facilities
 - i. Local groups are to be encouraged to build their own properties, but need to be subject to the same principles as any other building (Drawings / Authenticity and Building regs). The property would belong to Regia, but would only be used by Regia if the group were not present.
 - ii. Terms and Conditions would have to be written up and agreed to by both Regia and the Local group.

4. Catering

- a. As previously mentioned, it was requested that the offer of mentoring would encourage attendees to cook for the workers, as it is a big step from cooking for a couple of people.
- b. It was suggested that members who are attending catering courses might like to use the opportunity to practice catering for large and sometimes unpredictable numbers to improve their experience.
- c. It was asked whether a recipe for cooking for 25 was possible. Alan Tidy responded that such an issue was raised at their local witan, and decided that it was certainly possible. He would investigate.
- d. It was discussed and agreed at the meeting that a good start to encourage people to cook, would be for those adults attending to pay £1 each to the cook(s) who prepare the evening meal as that was considered the most onerous part of the catering. Those present who usually did breakfast and lunch agreed that breakfast was never as taxing and did not take umbrage at not being recompensed.
- e. The timetable for preparing fillings for sandwich fillings was also brought forward to just after breakfast, so as to attract extra assistance and to maximise attendance on site.
- f. It was also trialled, on the Sunday after the meeting, that people would place their own fillings in their sandwiches. Afternote - this appeared to work - but needs to be monitored.

5. The presence of the ships in conjunction to Wychurst was raised by Alan, who asked whether they would feature as part of Wychurst Work Weekend projects.

- a. The Maritime Officer suggested, and it was generally agreed that whilst work on the ships would inevitably sometimes take place during work weekends, one or more weekends might be particularly targeted at ship maintenance in addition to other works.

6. Site Rules.

- a. Kim announced, and read an excerpt from a set of Policy rules and Guidance for Wychurst that he and Alan Tidy have been working on. It intends to cover such subjects as use of the wood store, health and safety and camping.
- b. Also, a general call for those people having a set of Site Keys was also requested. As such, the following people either stated or were known (at the time) to have a set of keys

John (The Bee) Holmes	Alan Tidy	Kevin Cowley	Kim Siddorn	Nigel Amos
Adrian (Clanky) Pinn	Paul Assheton	Chris Boulton	Kev Lawless	Liz Tice

- c. If others have a set, whose name is not on this list, can they please let the Wychurst Coordinator know.

7. Communications

- a. It was suggested and agreed that the now out of date Wychurst Website should be incorporated into the Regia Main Website, for both ease of maintenance and the sake of its reinforcing its identity as being part of Regia.
- b. A system of being able to have a mail-shot email address to inform those interested parties in occurrences was discussed. The communications office will be contacted for guidance. The maritime Officer also expressed an interest.

8. Departmental Heads

- a. After much discussion, it was agreed by all departmental heads that they should agree to;
 - i. Operate within limits of their own remit but also within the confines of the project.
- b. Departmental Heads and their appropriate remit are;
 - i. Groundsman : Flora and Fauna of the site. Currently Kim (The Eolder) Siddorn..
 - ii. Construction Foreman : Buildings and associated infrastructure (roads, utilities etc). Currently Kevin (Ketil) Cowley.
 - iii. Project Coordinator: Planning process and Corporate Communications Currently Liz Tice.
- c. Each departmental head has jurisdiction over their areas, and can only be overruled by the Project Coordinator.

9. Health and Safety

- a. John the Train wrote a favourable report on the site, when he secretly visited during the work week.
- b. A COSHH sign will be placed on the inside of the shipping container regarding the hazardous substances contained therein.
- c. Alan raised the issue of “Lone Working” and asked whether there ought to be a policy on such matters, what with the occasional lone visit by Regia Members. It was suggested that they either contact their NOK, or the WPC on a daily basis. Generally speaking, they should simply be aware of their loneliness and lack of “backup “ should an accident happen.
- d. A comment was made regarding reception of mobile phone, and contacting Emergency services. Dialling 112 would allow you to contact the emergency services via any network. Good areas of reception have been identified as near the shipping container, by the front gate on the palisade, and at the end of the drive by the scout hall.
- e. Health and Safety (in plain English) will feature in part of the Wychurst Guide.
- f. Adrian commented upon the treacherousness of the mud pile, and that it was unsafe when he attempted to scale it during the wet weather. Two suggestions have been put forth; the first being grassing it over, the second being spreading it out and thus reducing the danger.

10. The long term plan

- a. No gate house - proposed by Nigel as being not in accordance with the size / status of the site and unnecessary. This was widely accepted and agreed. Focus will be shifted to finishing the existing structures and fitting of the gates.
- b. Also widely accepted was the suggestion that there should be additional events at Wychurst, other than the 12th night feast. Suggestions included;
 - i. September feast
 - ii. Character (roleplaying) weekend.
 - iii. Craft weekend.
- c. Alan Tidy suggested that there should be a 12 month deliberation period for planning the rest of the site (excluding the forge, as the French Drains for which have already been started). This was agreed.

11. Any other business

- a. Flooring – Steve Etheridge has found no evidence of flagging has been put forward, and so the floor will be entirely planked with the Walnut.
- b. The Maritime officer should source replacement scaffold poles for the ones appropriated for use in supporting the boat covers.

12. Meeting finished at 2112hrs, whereafter neon bunny ears and a late night ensued.