

**RHSO (Rivers Heritage Site and Orchard)**

**Meeting 10/02/2026 7.30pm**

**23 Rowney Gardens, Sawbridgeworth**

**Present:** Ruth Buckmaster (chairperson), Adrienne Richardson, Colin Gill, Elizabeth Waugh, Lanier Pole, Nickie Hancock, Hazel Mead

**Apologies:** Eric Buckmaster

**Purpose of Meeting:** Wassail review (learning), AGM prep and summary of last year & coming year

<b>Topic</b>	<b>Discussion/ decision</b>	<b>Action</b>
<b>Welcome</b>	Ruth welcomed us all	
<b>Julie Cleijne</b>	Julie has responded that she is unable to progress this project	
<b>Wassail Review</b>	<p>Everyone reported that the Wassail was a great success, with around 200 people and plenty of volunteers for pre, actual &amp; post event.. Having the children singing &amp; playing was considered a great advantage. Zoe has been doing this since 1997 and we need to acknowledge this dedication.</p> <p>Learning for next year:</p> <ul style="list-style-type: none"> <li>• Need an extra battery speaker – Lanier to explore hire costs &amp; Ruth to talk to Chris</li> <li>• Stands would help carry the sound</li> <li>• 2 amps &amp; stand needed (battery)</li> <li>• Having lots of helpers good</li> <li>• Adrienne to ask Gayle about cider</li> <li>• We should increase the price of mulled juice next year</li> <li>• Get licence from 5.30pm – 7.30pm next year</li> <li>• Do safety talk at 5.15 so everything is ready for 5.30</li> </ul>	<p><b>Lanier</b> <b>Ruth</b></p> <p><b>Adrienne</b></p> <p><b>Eric</b> <b>Colin</b></p>
<b>AGM considerations</b>	<p>This is confirmed as Weds 18<sup>th</sup> March 7.30pm in Library</p> <p>Nickie to send notice to wider group &amp; invitation to join committee to Regular volunteers</p> <p>Adrienne confirmed she will not stand again, Ruth &amp; Hazel confirmed they would only stand for one more year</p> <p>Everyone else present confirmed they will stand again</p>	<b>Nickie</b>
<b>Finance</b>	<p>Hazel confirmed we had over £4232.12 in the account, all going well. It was agreed that she will buy a bottle of wine for Paul Bard who reviewed the accounts.</p> <p>The lottery raised £500</p> <p>The 300 project costs were £1981 but grants covered all but £300 everyone thought this was excellent</p>	
<b>Maintenance update</b>	<p>Adrienne gave a detailed update on what has happened October to Feb and will do the full year at the AGM. We agreed that this should be put on the web as a separate document,</p> <p>It was agreed that <b>maintenance for May would be on 26<sup>th</sup> April</b></p>	<b>Adrienne / Nickie</b>

<b>Topic</b>	<b>Discussion/ decision</b>	<b>Action</b>
<b>Storage update</b>	Ruth explained that she and Hazel attended a meeting with Rivers and they have agreed to a 10' container being kept on the grass verge in staff car park. Eric is looking into insurance Rivers are considering paying for /part of the container it will cost c £2K We discussed the potential need to purchase trolleys to transport the tools All present expressed thanks to Ruth, Hazel & Elizabeth for their efforts to resolve this	<b>Eric</b>
<b>Rivers 300<sup>th</sup> Year</b>	Elizabeth proposed and everyone agreed to a £400 spend on an A5 publication detailing the 300 <sup>th</sup> year Ruth to thank council staff@ council meeting Lanier writing to thank individual staff	<b>Elizabeth</b>  <b>Ruth</b> <b>Lanier</b>
<b>Dates going forward</b>	<b>Juice sales:</b> Bell St – Sat 21 <sup>st</sup> March – Ruth to book, Nickie to get volunteers May Fayre Sunday 3 <sup>rd</sup> May Teddy Bears Picnic 17 <sup>th</sup> May	<b>Ruth</b> / <b>Nickie</b>
<b>AOB</b>	<b>Publicity banners</b> – Adrienne demonstrated banner & Elizabeth volunteered to take it on with support from Lanier 2 banners to be made (Adrienne to organise) <b>Publicity</b> – it was agreed that someone needs to take this on in the new committee (Flyer & Indie)  <b>Mayors initiative</b> – 25/2 Ruth explained and Elizabeth interested – Ruth to send mail	<b>Elizabeth</b>  <b>Adrienne</b>  <b>Ruth</b>
<b>Next meeting</b>	AGM – 18 <sup>th</sup> March followed by pub Next general meeting 24 <sup>th</sup> March	

Meeting closed 21.30