



University Horticultural Officers' Conference

8-11 April 2014

AGM

Thursday 10 April 2014

Attendees:

Alan Stealey, University of Bristol (Chair)
 Alan Horgan, Nottingham Trent University
 Oliver Deeming, University of East Anglia
 Robert Davey, University of Essex
 Roger Boxall, University of Warwick
 John Turpin, University of Edinburgh
 Iain Park, University of Exeter
 Jamie Whitehouse, University of Leicester
 Paul Edwards, Swansea University
 Jane Marriott, University of Glasgow
 Tom Vasey, Newcastle University
 Ian Walker, Newcastle University
 Nigel Hodge, University of Surrey
 Gordon Eastham, University of York
 Jim Swan, Heriot Watt University
 Tony Cambridge, Goldsmith College – University of London
 David Garwood, Falmouth Exeter Plus
 Peter Proctor, University of Salford
 Paul Griffiths, University of Kent
 Toby Nanning, Falmouth Exeter Plus
 Andrew Thompson, University of Cardiff
 Douglas Brooke, University of Sheffield
 Calum Ryan, University of Sheffield
 Giles Reynolds, Reading University
 Maurice James, University of Winchester
 Paul Evans, Aberystwyth University
 Ian Sturzaker, University of Lancaster
 Matthew Baldwin, Canterbury Christchurch University

		Action
1.	<p>Welcome Alan Stealey welcomed delegates to the AGM in the Linnaeus Study Room on the Stoke Bishop campus and thanked them for their support in attending the conference.</p> <p>In particular new attendees were welcomed and, it was hoped that they would be able to promote the work of the group and their professionalism. In return new attendees were offered the practical support of the group as and when needed.</p>	To Note
2.	<p>Notes of Last Meeting</p>	
	<p>The notes of the last meeting, held at Newcastle University in 2012 were agreed as a true record.</p>	To Note

3.	Finances		
	a.	A surplus of £700 had been transferred from the final accounts of the Newcastle Conference for Bristol 2014. An allocated amount (£500) had been kept for the development of the Horticultural Officers' Group website.	To Note
	b.	Alan outlined the costs involved in the conference fees for Bristol which were based on actual and known costs. No administrative costs from the University were attributed to the fees.	To Note
	c.	Ransoms Jacobsen had again sponsored the conference and agreed a value of £3,000, payable in two instalments. Coblands Nursery had donated £500 to the conference and, in return, gave a presentation to the delegates.	To Note
	d.	Post Meeting Note: For delegates having registered but unable to attend/cancelled at short notice a part refund would be considered when all conference costs have been finalised and funding permitted.	To Note
4.	Communication		
	a.	Networking: The group have access to Facebook and Linked-in pages but with limited success; and consideration was given as to whether the Tom's new web pages could support a 'forum' and pros and cons were discussed. Tom agreed to look into the matter. Discussions also took place as to whether regional networking could be initiated. Alan stated that he would look at the geological spread of all current attendees and draw up a scoping document for distribution and consideration.	Tom Vasey Alan Stealey
	b.	Organisations: In light of relatively low attendance at Newcastle, consideration was given as to whether other educational, or related organisations, should be invited to attend future conferences. It was the opinion of the group that given increased numbers for the Bristol conference, which was welcomed, this was not presently an issue, but any future attrition should be monitored.	Group To Note
	c.	Social Media: See above	
	d.	Publicity/Marketing: See above	
	e.	Website: Tom presented the new website. This was greatly appreciated and identified as a way of promoting the professionalism of the group and displaying productive information as well as a valuable source of information for future events. John Turpin proposed further web page development and this was seconded.	Tom Vasey (plus regular contributors)
5.	Membership		
	a.	Recruitment: Alan gave a brief explanation as to the communication strategy pursued by University of Bristol to contact all Universities and identify individuals responsible for grounds management. This strategy has proved successful and demonstrable through the increased number of attendees.	Future host Universities to note

