

Minutes of Shepherds Hill allotments site committee meeting;
Tuesday 12^h April 2016; 7.30pm

1. Present

Gary Sycamore, Rachel Allison, Nick Finley, Les Garner, Kathy Riddle, Jill Russell, Liane Payne, Bruno Dore, Esther Coles, Tracey Gardiner, Richard Gledhill

2. Apologies

None

3. Minutes of last meeting

Agreed

4. Matters arising

Pressing for approved access to the council tip. Alex from Council said this matter was sorted at the Allotment Forum meeting and that we can now take refuse to the tip.

Action - Gary to test this

5. Revision/amendments to election process

Sub-committee (Esther, Les, Kathy) to get together before next meeting

6. Treasurer's Progress Update

See attached file SHaccounts 2016

We have spent approx. half of our money and are waiting for statements from bank. Council give us budget of £1200, but clarification needed from Council what this money is intended for.

Action – Nick to meet with Alex from council to discuss need for 2 accounts
-Rachel to discuss agreement with council

Nick still working on insurance, still keen to use RHS. Overlap between CHADAHS and Shepherds Hill.

Action- Rachel and Kathy to meet Alex Fraser to clarify position

Questions about CHADAHS / SH Allotments and who is responsible for upkeep of shed. Also questions over definition of CHADAHS and its responsibilities.

Suggested possibility that CHADAHS should pay rent for shed to cover repairs. Unclear where responsibilities lie regarding trading shed and repairs. Need to clarify relationship between CHADAHS and Shepherds Hill site with Haringey.

Action- Bruno, Rachel and Kathy to discuss how we move forward

- Bruno to talk to Bob Hare before CHADAHS AGM (within 2 weeks)

Committee voted and agreed to buy new generator for tea urn, cement mixer etc. at around £400. Nick offered to keep in his garage and will check insurance.

Discussed buying wood chipper, left open until next meeting

7. Site Maintenance Report

See Item 13

8. Terms of Reference

Committee agreed Terms of reference (See attachment Terms of reference SHA Committee draft)

9. Allotment Forum. Report from Rachel / Kathy Riddle

Rachel to be on Borough-wide 8 member Steering Committee which will discuss devolution. Most people at the Forum seemed to want Council to manage finances if devolution goes ahead. Discussion about refuse collections and the role of a Site Secretary.

10. Site communications (website, gmail, post) Rachel Allison, Jill Russell

Jill (and Charlie) have designed website – logo by Lianne, free to SH Allotments, our own domain would be £15/ pa if desired. - Committee thanked Charlie and Jill and agreed to take up domain name at approx. £30 for 2 years.

Only registered users can post in the forum section, all plot holders will be sent invite. Agreed messages will probably not need to be approved by a moderator.

For those without internet, hard copies of any relevant information will be available in trading shed, directed by notes on site noticeboards.

All SH Allotment Committee emails should now come from Mailchimp and be named – estimated hit rate 70%

Committee agreed website to go live. Jill estimated 2 weeks for this.

11. Site secretary's report – waiting list/lettings/disputes, Bruno Dore

3 vacant plots, 2 plots under offer, 2 on probation, waiting list 3.5 years

New Haringey Council Allotment Officer - Dick Tomlinson

Pre-Site Inspections have taken place. Sub-committee flagged up 33 plots as unworked, 11 borderline, 60 plots have no numbers.

New allotment officer has said he wants to tour the whole site so sub committee will not put forward any plots for NCN. Rachel has agreed to attend Site Inspection to see definition of "Non Compliance" from new Council Officer and how that compares with sub committee's tour.

Bruno does not want to be involved in site inspections and is happy that committee has taken responsibility

Disputes :

Council claims 40 unpaid rents, some of whom have claimed not to have received bill. Request for list of names of people of haven't paid. Bruno to send to

Rachel for site inspection.

Plot Holder at xx already on final warning from council has reportedly stolen another item. Complaint lodged with Council and Police by victim. Council will be sending an eviction notice. Following this, plot holder has 30 days to appeal. This has escalated as another plot holder has written to the Chair alleging harassment on the part of the victim of the thefts. Rachel read email to committee.

Action – Rachel to email her response to this email to be agreed by the committee.

-Tracey, Jill and Rachel to work on complaints procedure, to be agreed by committee by email, then put on website.

12. Site Secretary's Role

See Attachment Site Secretary role and responsibilities.

Action – Bruno to look over and decide if any of the items should be responsibility of committee, or individual committee members, rather than site sec.

13. Maintenance jobs –

See attachment (Site Maintenance report April 2016)

Montenotte Rd path needs repairing, can the council fund this repair as council compost delivery needs to use this path? If no answer within 2 weeks we will find a way to proceed with SH funds. Subcommittee working out way forward for future maintenance

Action – Rachel to ask Alex at Haringey Council about funding Montenotte path repair and also raise with Dick T at site inspection what is meant by minor repair.

Action – Bruno, Gary and Nick to produce schedule of maintenance for next 3 years with outline costs for next committee meeting.

14. Fundraising

Tracey and Lianne to look at Fundraising events

Rachel and Jill agreed to write bids for funding as they arise and try to find sources for grants.

Agreed it would be good to have worked bids for £1k, £3k, £5k funding bids.

Fundraising Committee asked for financial target from Maintenance Committee

15. AOB

Esther requested, on behalf of bee-keepers on the allotment, space on the site for beehives, discussed possible training and talks for interested plot holders.

Honey collected on these sites to be sold to raise funds for SH Allotments. Site Secretary suggested 83B and Simon's old beekeeping plot.

Action – Bruno and Esther to discuss further

16. **Chairs Items**

Committee discussed how to deal with multiple plot holders and fairness of partners having more than one plot. Agreed to limit to one plot per household.

Dates of next meetings

Tuesday 28th June

Tues 4th Oct

AGM Tues 22nd Nov

Meeting venues:

Victoria Stakes .