

MINUTES OF SHEPHERD'S HILL SITE COMMITTEE 4TH OCTOBER 2016

PRESENT: Rachel Allison(Chair), Bruno Dore, Nick Finley, Tracey Gardener, Les Garner, Richard Gledhill, Liane Payne, Kathy Riddle(Minutes), Gary Sycamore.

Dick Tomlinson, our Allotment Officer, was present for the discussion on path repairs.

1. Apologies: none.
2. Minutes & Matters arising: Agreed. Matters arising itemised separately.
3. Constitution: The committee will meet again to discuss this. We have been looking at the Duties and responsibilities of site associations document produced by the Steering Group and Council and considering whether we maintain the current elected roles in the light of the extensive list of tasks for which the site association may be responsible in the event of devolved management by Haringey.
4. Treasurer's report: The bank account has now been sorted. The Council has changed the way it pays our maintenance and the money will be in our bank account by the end of October. The Committee has agreed that there will then be enough money to pay for track repairs. Nick has paid the agreed £450 from the Plant Sale to the Harington Scheme.
Nick is still waiting for details about trading shed maintenance..
5. Site maintenance: Richard will turn the water off, weather permitting, on 24th October.
Track repairs: Montenotte Road:- put steel gabions along damaged edge, fill with rocks and rubble. Wood Vale:- use road planings provided by Haringey and heavy roller.(Check width of roller/path). **Nick to do.**
Path from plots 44/61 to the Wood Vale entrance is not navigable in places and repairs (shoring up sides) is needed. Notice will be given to tenants with plots along the path that repairs are proposed so that they can move/protect plants along the path edge.
Water tanks overspill: water tanks throughout the site have been levelled to reduce overspill. The two tenants with plots between 94b and the chicken coop+ along the upper path from the Wood Vale entrance north-east are asked to clear the area around their tanks to allow this to be done:
'There should be at least 254mm (10ins) clearance around tanks to a depth corresponding to the base of the concrete supports'. **Rachel to notify tenants.**
We should get quotes from outside contractors – ask for volunteers to do this.
All tenants should be aware that they have shared responsibility with neighbouring ploholders to keep paths next to their plot clear from overhanging bushes etc. If the path is in disrepair please let the committee know.
6. Steering Group: Council are moving towards a dedicated Allotments Officer.
7. Role of Site Association: The document 'Duties and responsibilities etc' is a work in progress in collaboration with the Council.
8. Site inspections: the last (September/October) site inspection for Shepherd's Hill has been cancelled due to lack of council resources. We could take photos of potential NCN plots and send to Dick. Final site inspection before end October.
9. Site policy for materials stored off plot: We will be able to store bulky materials off plot (in parking areas etc.) **provided they are labelled and tidy and stored with the minimum disruption to tenants** for 1 week. This policy must be sent to the Council. **Rachel to do.**
Concrete blocks near Wood Vale gate to be removed and used as hard core. **Nick kindly volunteered to do this.**
10. AGM: 22nd November. The room is booked from 7.00. Some tightening up of and improvements to the election process is needed. This and the Constitution need further work.
Notices/emails asking for candidates should go up at least 4 weeks in advance of the AGM and they should also ask for volunteers for returning officer.

Names of potential candidates can go on website/posters in Trading shed/on notice boards 4 weeks in advance with a cut-off of 1 week before the AGM.

Canvassing: no use of site (or CHADAHS) email list, everything to go out on Mailchimp or on website.

[We also need to make it clear that someone can only be elected to one officer post but can, if not elected to an officer post, be elected as an ordinary committee member].

11. Apple Pressing day: this has now had to be cancelled as there is nobody available to organise it and oversee the process on the proposed day (23rd October). We will however go ahead with a plant swap in the Trading Yard on **the revised date of 30th October**.
12. Chair's items: Rubbish collection: identify plots where people may need help with rubbish clearance. Clearance on 2nd Sunday in November.
13. Waiting list: 3.5 years at the moment but likely to be going up as use of email is producing more applicants.
14. New shed: Lynn Malloy would like another storage shed. The Committee felt that more information is required – where would it go, what is the rationale, would the problem be solved by getting people to pre-order.

Kathy Riddle
Acting Committee secretary
11th October 2016