

## SHEPHERD'S HILL ALLOTMENTS SITE COMMITTEE MEETING 6.01.17

**Present:** Nick Finley, Les Garner, Annie Griffiths, Kathy Riddle (Chair, minutes), Gary Sycamore, Trevor Wyatt

1. **Apologies:** None
2. **Minutes of meeting 31<sup>st</sup> October and matters arising:** minutes agreed (only two people present had been at previous meeting)  
**Matters arising:** We were too late with our last committee-led site inspection to get any NCNs issued. Site inspections will resume in April. We didn't get a rubbish clearance done, another date will be agreed. Materials stored off plot: check progress with Rachel.
3. **Water supply report from Richard Gledhill:** Richard was thanked for his clear report on the drainage and water supply and the process necessary for turning the water on and off. Nick reported that a volunteer with the Shepherd's Cot Trust had emailed him about the water system in the area. KR to contact Bob Hare for further information on Haringey Streams. TW mentioned water problem from flats in Shepherd's Hill from poor maintenance.
4. **Roles & Responsibilities:** We have agreed this year not to have a Site secretary or Chair. Committee members will take it in turn to chair meetings. The Admin tasks which will eventually require access to Colony, the Council's software management programme for Allotment sites, will be split between Annie & Kathy. If the Council won't accept 2 people having access to Colony we will have to re-think this. Maintenance will be organised by Nick & Gary with Les doing the water. Trevor will be involved in both areas. We hope volunteers will come forward to help with maintenance and other tasks.  
**In detail the roles have been allocated as follows:**  
**Chair:** In turn  
**Treasurer:** Nick Finley  
**Committee Secretary:** Kathy Riddle  
**Website:** Charlie Sweeney (non-committee)  
**Council Contact:** Kathy Riddle (pro tem)  
**Tenant list:** Annie Griffiths  
**Waiting list:** Kathy Riddle  
**Informing Council of new tenants & changes to tenants details:** Kathy Riddle  
**Showing prospective tenants vacant plots:** Trevor Wyatt, Gary Sycamore (Juliet Mann)  
**Maintenance including bagged rubbish collection:** Gary Sycamore, Nick Finley  
**Probationer support:** various, non-committee  
**Site inspections:** All committee members, as available  
**Arbitrating in minor disputes:** the committee  
**Refreshments:** Annie Griffiths  
**Fundraising:** Annie Griffiths  
**Volunteer recruitment:** Annie Griffiths  
**Forum Steering Group:** Rachel Allison (non-committee)  
**Tenants' enquiries:** Via Allotment email: [info@shepherdshillallotments.co.uk](mailto:info@shepherdshillallotments.co.uk) picked up by Annie & Kathy.
5. **Repairs to Montenotte Road gate & roadway etc.:** Dick Tomlinson wrote to Gary & Nick in early December about repairs to the roads/tracks at the Montenotte Road and Wood Vale entrances.  
Kathy to contact Dick T asking him to go ahead with plans to meet Borough engineer/his deputy. Gary & Nick are prepared to help/organise at our end. Annie will put a list up in the shed asking for volunteers and all committee members to talk to tenants about volunteering.
6. **Asset Survey:** Dick Tomlinson visited the site on 28<sup>th</sup> November to carry out an asset survey with Rachel, Gary and Kathy. The road/tracks at the main and Wood Vale entrances were discussed as was the path from plot 80 to the chicken coop. A list of recommended tree work was drawn up.

It was recommended that we continue to put Bodpave down on the plot 80/chicken coop path with (possibly) the Council paying for the Bodpave and SH tenants laying it. It was agreed that if the Council couldn't provide the Bodpave within a reasonable timescale we would get it ourselves. Kathy to contact Dick T for an update.

**Maintenance:** Annie will advertise for volunteers for maintenance of paths, the entrance border and general labouring.

**7. Year Planner: PLANT SALE: 28<sup>th</sup> May**

Next meeting: 6.00 on 27<sup>th</sup> April at Annie's flat. Further meetings to be arranged.

**8. Waiting lists:** we have two lists and an approximate 6-8 year wait.

**9. Co-workers and possible additions to tenancy agreements:** We intend asking the council for an amnesty to allow the addition of regular long-standing workers who are not currently on the tenancy agreement for their plot to be added. This will give them the right of inheriting the plot and also being on the Site committee.

**10. Co-optees:** This will be looked at next time.

**11. AOB:** Another email reminding tenants about maintaining paths will be sent out shortly.

There will be a Newsletter in early February (just before Seed Potato day).

Given the care we need to take over 'Commercial activity on Allotment sites' we require tenants who are selling things to plot holders to go through the site committee mailchimp link to advertise their wares on the Shepherd's Hill website.

Kathy Riddle,

13<sup>th</sup> January 2017