

SHSC MEETING 10.07.2017 MINUTES

- 1. Apologies:** none.
- 2. Minutes of last meeting:** agreed
- 3. Matters arising:** Under Roles and Responsibilities, Site address notices are outstanding. Co-tenants: this is on hold until we get the new Allotment Officer.
- 4. Tree work:** There are trees on the site which need removing. Kathy to produce a list, Gary & Annie to get quotes.
- 5. Reports from Committee members:**

Nick: Finances: we have pretty much spent all the money we got in for last year (it was very late). This year's grant is due to be paid later in July. Nick is owed for barge boards and a replacement tree saw blade.

Only one committee member is currently a signatory to the bank account. This needs to be brought up to date.

Kathy: We were asked by a neighbour to clear ivy on the boundary fence. This has been arranged by the tenant. This has drawn attention to the need to maintain our boundaries – tenants should keep fences clear of ivy etc.

Trevor: Sump clearance behind 55 Shepherd's Hill is needed every 5-6 years.

Annie: Plant Sale: this made £1215, a record amount. A cheque for £602.50 was paid to the Harington Scheme. There are a lot of ideas for additions to future Plant Sales.
- 6. Maintenance:**

Water: Nick/Annie/Les will do a walk round the site and mark up water tanks on the site map. We might add taps with non-return valves to tanks without them. The water supply to the site is not planned for hose use and is only small bore.

Perimeter: We need to make sure the boundary fences are secure. We will do a boundary walk to mark holes/broken fences etc. Tenants with plots on a boundary should keep fences etc. clear.

Paths: The main path from the Trading shed needs shoring up in places. We would need to excavate to avoid water pipes before driving metal into the ground. Helpers will be needed.

There is a depression in the path by plot 112 which needs filling. Bodpave is on hold until time is available.

Re-letting plots: Some plots which come up for re-letting need a lot of work. We agreed that rubbish, concrete and metal would be cleared from a plot if possible but the incoming tenant would be expected to deal with overgrown vegetation. The committee would use its discretion over trees.
- 7. Report on site inspection:** The site inspection was on 8th May. A lot of plots were not numbered and paths in some places were difficult to negotiate. All plots must be numbered with the number clearly visible from the path. Failure to display a visible plot number will result in an NCN.
- 8. Waiting list:** This is now well over 200 with 25 people added so far this year. Movement is slow.
- 9. Disbanding of CHADAHS:** We will need to make changes to the Constitution to accommodate the inclusion of the CHADAHS functions which will be taken over by the site. This means:
 - Trading shed
 - Finance-bank account

Annual Show.

When the CHADAHS bank account is closed ~ £5000 will be transferred to the Site bank account.

10. Report on Allotment Forum: Annie and Gary will do First Aid Training.

Letters about rent increases next January have been/are being sent to tenants.

The increase will pay for a dedicated Allotments Office (should be in post by the beginning of next year) and increased maintenance money to sites.

A Guidance note for Site Associations on tenants, joint tenants and registered co-workers is being produced. In the meantime, tenants are reminded that it is a condition of their tenancy agreement that only the tenant should have a key to the site.

Shepherd's Hill committee members expressed concern that the size of the rent increase could cut off access to those who most needed an allotment. It was pointed out that there was a 50% concession for Pensioners and other entitled to one. We need clarification on concessions and make sure that people are aware of them.

11. Diary: Next meeting Tuesday 19th September.

AGM: November, date to be arranged. We need more committee members.

12. AOB: A plant/seed swap will be held in October.

Gary's 'Not the 2017 Show' barbecue will be on 9th September.

Kathy Riddle, 17th July 2017