

Action Notes

Shepherds Hill Allotment Committee

2nd January 2018

Present: Trevor, Juliet, Julia, Julie, Annie, Lynn, Gary, Ian.

Apologies: Esther

Agreed that we would have a group Committee walk about to familiarize our selves with the site and begin to think about how we might divide up the site for future over sight of the site and to allow us to help and get to know other allotment holders. **Date fixed for 3rd Feb 10.30 to 12.30**

Allocation of Roles:

Agreed to have a roving meeting secretary for meeting minutes.

Chair and principle contact with LB Haringey. **Julie Yogasundram**

Waiting list manager and hold the tenants list. **Annie Griffiths**

Lettings, probationer support and admin. **Trevor Wyatt and Juliet Mann**

Tenant Support. **Committee to consider how best to support existing site tenants.**

Maintenance and water including tendering as necessary. **Gary Sycamore and Ian Potts**

Trading Shed coordinator including banking of takings **Julia Grant**

Trading Manager **Lynn Malloy**

Treasurer – **Nick Finley** to continue

Agreed Esther (already on bank account) Lynn and Julie to be signatories.

Site inspections

Agreed **Annie** to e mail all about site inspections and consequences of NCNs. We agreed we want pre-inspections to be more productive with people given

encouragement rather than just leaving them to fail. **Lynn** agreed to redraft the site notes given to new plot holders.

Communications

Agreed we need to revamp all the notice boards around the site. **Ian** to build a new notice board for the Queens Wood entrance.

All to take responsibility for removing outdated notices on the site.

Ian offered use of his laminator, so we have weather proofed notices.

Agreed that e mails would continue to go from site committee but followed by all our names. We need to draw in more volunteers to help on the site.

Julie to contact Dick Tomlinson and change contact arrangements.

Trading Shed

Agreed that there should be a sub account in the bank for the trading shed.

Running cost of trading shed to be covered by (£2) voluntary contribution this year. Contribution is per plot.

Agreed that £3000 of CHADHAS transfer to be held in the sub account to fund purchase of goods for trading shed.

Insurance

Annie to ascertain when renewal is needed.

Allotment Forum

Annie to attend normally but one other member of the Committee to go as well and rotation. **Ian** to go with her to the meeting on the 13th February.

AOB

Andy Wraight has volunteered to take over wheelbarrow maintenance. Agreed expenditure for tyre and repairs. All gave their thanks.

Liane Payne has been communal pruning apple trees also adjacent to 95. All gave thanks for this. Liane will also continue to do posters for us.

Compost 12th Jan. Annie to e mail all asking them to limit to 10 barrow loads for 1st few 2 days.

Potato Sunday 18th February. All committee to be in attendance if possible to make ourselves more widely known also to draw in volunteers.

Walk about 10.30 – 12.30 3rd Feb

Next meeting 6th Feb 3pm