

<b>Shepherd's Hill Allotment Association Committee Meeting Minutes 06/02/2017</b>		
	<b>Present;</b> Annie Griffiths, Julie Yogasundram (chair), Lynn Malloy (minutes), Trevor Wyatt, Juliet Mann, Ian Potts, Gary Sycamore, Julia Grant <b>Apologies;</b> Esther Coles	
1.	<b><u>Minutes of last meeting.</u></b> Amendments discussed and agreed	
2.	<b><u>Matters arising</u></b> <ul style="list-style-type: none"> <li>• To discuss option of dividing up the site per committee member at next meeting.</li> <li>• Nick Findley has agreed to continue as committee treasurer.</li> <li>• Three new signatories added to the site bank account</li> <li>• Site insurance with the RHS has been renewed</li> </ul>	
		<b>Action</b>
3.	<b><u>Trading Shed</u></b> <ul style="list-style-type: none"> <li>i) New seed order now in stock and</li> <li>ii) Manure order, new system of ordering via email being tried.</li> <li>iii) Potato Sunday 18<sup>th</sup> Feb. To trial selling per tuber</li> <li>iv) Monies from chadahs account not transferred yet. Trading Shed invoices expected in the next month.</li> <li>v) There are currently sixteen volunteers who regularly work in the Trading Shed on a Sunday morning and/or help un-load deliveries</li> </ul>	
4.	<b><u>Site Maintenance</u></b> <ul style="list-style-type: none"> <li>i) Water tank survey information held by Nick Findley. Julie to contact Nick for a handover &amp; then forward to Gary and Ian.</li> <li>ii) Julie to ask the Haringey Allotment Officer about the Council's current view on non-return valves for water tank taps</li> <li>iii) To include advice on 'good watering practice' in next version of the Tenants Handbook</li> <li>iv) The first phase of Bodpave work is nearly complete. Gary proposed that it be extended to the Queens Wood gate. The committee agreed. Gary to take forward.</li> <li>v) Poor condition of tracks at the Montenette Road and WoodVale entrances. To add to Site Maintenance Log</li> <li>vi) Montenotte Road gate. Discussion on the merits of a wider gate; this would allow access to the recycled compost delivery lorry. Many Haringey</li> </ul>	<p><b>JY</b></p> <p><b>JY</b></p> <p><b>JG/ LM</b></p> <p><b>GS</b></p> <p><b>JY</b></p> <p><b>1</b></p>

	<p>allotments are experiencing the same problem and best ways forward continue to be discussed at the Haringey Allotment Forum. Committee not in favour of widening the Montenotte gates at this time. Annie to continue to attend the Forum meetings and keep this issue active.</p> <p>The committee to publicise the free compost available for collection for Haringey residents from the recycling centre.</p> <p>vii) Main path edges have collapsed in places and need attention. Ian to follow up contact regards building supplies for this work.</p> <p>To add to Site Maintenance Log</p> <p>viii) Refurbishment of notice boards. Committee agreed that Ian can go ahead with this work.</p> <p>ix) Perimeter fence. Julie to confirm with the Haringey Allotment Officer who is responsible for the maintenance of the perimeter fence.</p> <p>To add to site maintenance log</p> <p>x) Trading Shed. Requires minor repairs. To add to the site maintenance log</p>	<p><b>AG</b></p> <p><b>AG/JY</b></p> <p><b>IP</b></p> <p><b>JY</b></p> <p><b>IP</b></p> <p><b>JY</b></p> <p><b>JY</b></p> <p><b>JY</b></p>
5.	<p><b><u>Communication</u></b></p> <p>i) Committee meeting minutes will continue to be posted on the site website after being agreed at the subsequent meeting.</p> <p>ii) Site email access, Annie and Julie only to have access.</p> <p>iii) To discuss volunteer recruitment at the next meeting</p> <p>iv) Latest revision of the Shepherd's Hill Tenants Handbook to be circulated to the committee members for comment before wider circulation.</p>	<p><b>JY</b></p> <p><b>LM</b></p>
6.	<p><b><u>Site Inspections</u></b></p> <p>i) Next inspection likely to be in April.</p> <p>ii) Committee members to be involved in the pre-inspection. Details to be confirmed at the next committee meeting</p>	<p><b>JY</b></p>
7.	<p><b><u>Probationers and Lettings</u></b></p> <p>i) Committee agreed that as the waiting list is approximately 200, the waiting list be closed and to review this decision in six months' time. Julie to update information on the site website</p>	<p><b>JY</b></p>

	<p>ii) Mentorship of probationers. To discuss at future meeting.</p> <p>iii) The feedback to the committee on probationers to include;</p> <ul style="list-style-type: none"> <li>• confirmation of who has passed the probationary period</li> <li>• request for support from committee members when there are concerns that a probationer may fail</li> <li>• Agree who will communicate to a probationer that they have failed the probationary period</li> </ul>	<p><b>JY</b></p> <p><b>JM/TW</b></p>
8.	<p><b><u>Feedback from the Haringey Allotment Forum.</u></b></p> <p>There will be a new Haringey Allotment Officer starting in March</p>	
9.	<p><b><u>Future Plans</u></b></p> <p>i) Vacant plot 15 Haringey Allotment Officer is supportive of this plot being converted for communal use. It does need to be cleared and is a great opportunity to gather a working party together. Ian agreed to take the lead on this process including how we engage the whole site in thinking about options.</p> <p>ii) Un-let plot 83b Has been un-let for a number of years. To discuss options at next meeting</p>	<p><b>IP</b></p> <p><b>JY</b></p>
10.	<p><b><u>AOB</u></b></p> <p>i) Site emails Agreed they would be monthly. Discussed content of next newsletter</p> <p>ii) Request that some site wheel barrows be parked at the Queens Wood wood chip pile. Will need new location to be painted on the barrows. Julia to discuss with Andy, who has taken on managing and maintaining the site barrows</p> <p>iii) Wood chip piles to be added to Site Maintenance Log</p>	<p><b>AG/JY</b></p> <p><b>JG</b></p> <p><b>JY</b></p>
11.	<p><b><u>Date of next meeting</u></b></p> <p>3.00pm Tuesday 6<sup>th</sup> March</p>	