

Shepherd's Hill Allotment Association Committee Meeting Minutes 11 December 2018		
	Present; Julie Yogasundram (chair), Trevor Wyatt , Juliet Mann, Ian Potts, Gary Sycamore, Julia Grant Annie Griffiths, Jill Russell Apologies, Lynn Malloy	
1.	<u>Minutes of last meeting.</u> Agreed.	
2.	<u>Matters arising</u> <ul style="list-style-type: none"> • Not discussed . Main topic of meeting was allocation of Roles following AGM and the three procedures on the table. 	
		Action
3.	<u>Allocation of roles</u> After discussion roles were allocated as follows: Chair – Julie Yogasundram Waiting list and tenants list – Annie Griffiths Maintenance – Ian Potts and Gary Sycamore Lettings and Probation – Juliet Mann and Trevor Wyatt Finance – Nick Finlay – Committee agreed his co-option to Committee. Trading Shed Manager- Lynn Malloy Trading Shed co- Ordinator- Julia Grant Preparing for Site inspections _ All Clearing site e mail box _ Julie Yogasundram and Annie Griffiths Newsletter – Jill Russell It was agreed after discussion that we would have a Board displaying our photos and roles in the trading shed and on the website.	JY /IP
4.	<u>Discussion of 3 procedures.</u> No minutes taken but JY agreed to make amendments and re circulate for final comments on Lettings Site Inspections Waiting list and deferred list	JY
5.	<u>Future Plans</u> <ul style="list-style-type: none"> • Ally Pally are having their plant sale on 19th May , we agreed to hold Shepherds Hill plant sale on May 12th 2019. • Plans for next years outing to come to future meeting. 	JM/JG
6	<u>Date of next meeting</u> <u>22nd January 2019</u>	