

<b>Shepherd's Hill Allotment Association Committee Meeting Minutes 27<sup>th</sup> Jan 2020</b>		
	<p><b>Present:</b> Juliet Mann, Ian Potts, Annie Griffiths, Jill Russell, Trevor Wyatt, Gary Sycamore.</p> <p><b>Apologies</b> Nick Finlay, Julie Yogasandram</p>	
1.	<p><b><u>Minutes of last meeting</u></b></p> <p>Points of accuracy: none</p>	
2.	<p><b><u>Matters arising</u></b></p> <p>Picking up on the discussion about wasted produce at the AGM, someone had suggested that we have a place where people can leave extra/unwanted plants and seedlings for recycling. There is space next to the wood chip bins and Ian agreed to build a bay for this purpose at a future working party. We will need to stress that it's for plants only!</p> <p>Someone has kindly offered to donate a cider press which we've said yes to. Ian suggested we could store it in the shed at top of plot 15.</p> <p>Juliet has edited the site map. Trevor will add his comments and then it can be passed to Ian at our next meeting.</p> <p>We went through the schedule of responsibilities task allocation list that Julie had circulated. Jill and Annie to liaise re. Jill taking over the site register and waiting list (have arranged to do this now in March).</p> <p>Do we need to add AGM to the list? And we need to ask Julie if she will continue to chair the AGM.</p> <p>Juliet had brought up the issue of Council responsibility for sheds on sites at the last Allotment Forum – the answer from the Council was a resounding 'no' (apart from cases involving asbestos). This discussion led to us wondering what our insurance policy covers. Would it for example cover essential major repairs to the trading shed? We will ask JY to check policy document.</p> <p>The Council clarified that it's their responsibility to chase debtors.</p> <p>We will pick up on other matters arising from the Dec minutes when Julie is back.</p>	<p>IP</p> <p>TW</p> <p>AG/JR</p> <p>JY</p> <p>JY</p>

3.	<p><b><u>Site inspections</u></b></p> <p>Emi informed the Allotment Forum that he's planning at least two inspections per year – in April/May and July/August. We will inform tenants to expect an inspection in April in our next newsletter. Then at the end of February we will review which plots are considered to be at risk of receiving an NCN and need a 'nudge' letter.</p>	Committee
4.	<p><b><u>Trading Shed</u></b></p> <p>Annie reported that a big delivery is due on Friday 7<sup>th</sup> Feb at 10.30am which will include all the potatoes in time for Potato Day.</p>	
5.	<p><b><u>Maintenance</u></b></p> <p>A successful working party was held earlier in the month undertaking pruning on the orchard. Gary has since done some more work, clearing brambles around the bicycle stand at the Wood Vale gate and the path along by the 80s plots.</p> <p>Work will begin on plot 15 from March onwards, once the weather improves.</p> <p>The next working party will be on Feb 16<sup>th</sup> (one week later than usual because of potato day). The focus will be on securing the gap in the fence behind Plot 86. And Ian will make the holding bay for plant swap (see above).</p>	
6.	<p><b><u>Communication</u></b></p> <p>Items for the next newsletter:</p> <ul style="list-style-type: none"> <li>• Potato day</li> <li>• Site inspections</li> <li>• UCL research student</li> <li>• Next working party</li> <li>• Lost and found</li> </ul>	JR
7.	<p><b><u>Probationers and lettings</u></b></p> <p>Four plots have recently been allocated and two new plots have become available in January. The managing of lettings is working smoothly.</p> <p>One tenant terminated his plot but would like to have the opportunity of a plot again in a couple of years. He has been put on the deferred waiting list. We agreed to deal with this sort of situation on a case by case basis.</p>	

8.	<b><u>Future Plans</u></b>  Work on Plot 15 will begin later in the year.	
9.	<b><u>Finance</u></b>  We've changed the cheque book signatures with TSB to remove Julia and Lynn (no longer on the committee) and have added Annie and Jill.	
10.	<b><u>Allotment Forum</u></b>  In addition to the points above, Juliet reported back on widespread break-ins across Haringey sites, some suffering considerably worse damage than at Shepherds Hill.	
11.	<b><u>AOB</u></b>  None.	
12.	<b><u>Date of next meeting</u></b>  Monday 16 <sup>th</sup> March at Ian's at 3.00	