

Shepherd's Hill Allotment Association Committee Meeting Minutes 31st August 2020 in the Barn		
	<p>Present; Juliet Mann, Annie Griffiths, Jill Russell, Julie Yogasandram, Ian Potts.</p> <p>Apologies Nick Finlay, Gary Sycamore, Trevor Wyatt.</p>	
1.	<p><u>Minutes of last meeting: accuracy</u></p> <p>Approved.</p>	
2.	<p><u>Matters arising</u></p> <p>Julie has taken over responding to the info@ emails. We have set up an auto-response which deals with those enquiring about the waiting list.</p>	
3.	<p><u>Site inspections</u></p> <p>A date for plot inspections has yet to be agreed.</p> <p>We discussed a couple of boundary path issues and agreed that at some point we need to have a boundary path inspection to identify plots where paths need clearing.</p>	
4.	<p><u>Trading Shed</u></p> <p>The current 'covid-safe' system of opening is working well.</p> <p>We noted that the crack in the floor seems to be getting worse. Ian reported that when the structural engineer last looked at it he didn't think it a particular concern. Also, the door is increasingly difficult to close; Gary has a door which we might be able to use as a replacement. At some point we need to turn our attention to the condition of the trading shed, but nothing urgent.</p>	
5.	<p><u>Maintenance</u></p> <p>There is a vulnerable hole through which intruders can gain entry around plots 86/87. Ian reported that there's some fencing left over from the Queens Wood gate that could possibly be used to plug the gap. He will have a look at what needs doing – a job for a future working party.</p> <p>Ally Pally are changing their lock system and have offered us their padlocks for £48. Julie to talk to Alison to find out what system they're changing to. We'll decline the offer to pay for their padlocks but will say we'll take them off their hands if they don't want them.</p> <p>83b is a derelict plot, and a neighbouring tenant has complained that</p>	<p>IP</p> <p>JY</p>

	people have been dumping hedge trimmings, logs, wood from the shed that collapsed under the poplar tree, etc. We will put up a notice: 'No dumping on this plot', and will organise a bonfire to burn the wood from the shed at some point.	JR/IP
6.	<p><u>Communication</u></p> <p>Ian reported that some people have mentioned they're not getting site emails. We need to stress to plot holders that these emails are an important way of keeping them informed and that they may miss vital information about their tenancy if they're not subscribed to the emails. We will put up a poster at the gates and in the trading shed.</p> <p>At the last meeting we agreed to open the waiting list on 1st January for a limited period to add a similar number of people as plots we've let in the previous year. We will give 3 months advance notice of this by putting a notice on the website on 1st October. Draft notice: Advanced Notice: On 1st January 2021 we will open the waiting list for a limited period. The number of people we accept will be very limited, based on the number of plots we've let in the previous year. From 1st January 2021 you can write to info@shepherdshillallotments.co.uk to request your name be added to the waiting list.</p> <p>Items for September newsletter:</p> <ul style="list-style-type: none"> • Update on the Barn and report back on successful coffee morning. And last reminder to contribute to JustGiving. • Bruno's message about manure delivery. • Advance notice of winter warmer event • Esther's bee podcast • Reminder about plot numbering and keeping paths clear 	<p>JR/IP</p> <p>JR/JY</p> <p>JR</p>
7.	<p><u>Probationers and lettings</u></p> <p>We have had two new probationers; currently we have no new plots to let.</p>	
8.	<p><u>Future Plans</u></p> <p>After the coffee morning on Sunday 23rd August we held a committee meeting specifically to discuss the scope of the interior fitting out of the Barn and agree a budget for this. Ian provided a helpful list of cost options. We agreed to go with option 4 (see attached), which will give us insulated ceiling and walls, boarded walls, a painted floor with large mat, wood burning stove, solar lighting, and veranda decking. The cost estimate for this is £3,062.00, which will be covered by the £3,200 we have raised from the JustGiving appeal. This estimate does not include costing for a kitchen, but we agreed that initially we can continue to use existing tables, gas burners, etc. and when we start holding lunches etc.</p>	

	<p>can ask plot holders to bring their own plate and cutlery etc. Ian has also had an offer of a kitchen worktop and sink, so we may be able to fit out a kitchen from donated items, plus any extra monies we raise from the final JustGiving appeal and the winter warmer.</p> <p>Ian will do a call for volunteers to help with the interior fitting out.</p> <p>The committee thanked Ian for a generous donation he contributed to bring the phase 1 of the building work in on budget, in addition to all his work on the build.</p> <p>We will hold another winter warmer on Sunday 29th Nov 12 – 2.</p> <p>We agreed to put one more reminder about the Justgiving page in the September newsletter and then to close it mid-September.</p> <p>We will discuss the AGM at our next meeting.</p> <p>Landscaping of Plot 15 – Annie reported that she’s waiting for the rest of the potatoes to be dug up before starting further work. We agreed to ask Bruno for a bulk order of manure, and in the next newsletter will begin to ask for donations of shrubs and flowers. Annie will ask Julia if she might give advice on a planting scheme. We’ve had a couple of offers of help with this phase of the work.</p>	<p>IP</p> <p>JR</p> <p>AG</p>
9.	<p><u>Finance</u></p> <p>See above items.</p>	
10.	<p><u>Allotment Forum</u></p> <p>There have been no meetings.</p>	
11.	<p><u>AOB</u></p> <p>None.</p>	
12.	<p><u>Date of next meeting</u></p> <p>Monday 28th Sep 3.00pm in the Barn, Jill to chair.</p>	