

<b>Shepherd's Hill Allotment Association Committee Meeting Minutes 23<sup>rd</sup> May 2023</b>		
	<p><b>Present;</b> Juliet Mann, Jill Russell, Julie Yogasundram, Ian Potts, Annie Griffiths, Nevil Yildiz, Jo Sheehan, Garry Doyland, Trevor Wyatt.</p> <p><b>Apologies:</b> none</p>	
1.	<p><b><u>Minutes of last meeting: accuracy</u></b></p> <p>Section 6 last paragraph should be moved to lettings section.</p> <p>Approved.</p>	
2.	<p><b><u>Matters arising</u></b></p> <p>Hedges mentioned in April minutes have been cut back.</p> <p>Bee plot move to 125a: Esther has agreed and all the neighbouring plots have been consulted and are happy to have the bee plot near them. Esther is going to construct a screen around the plot (as at Ally Pally) JY to let Victoria know. Date of move not decided, it depends on the bees.</p>	JY
4.	<p><b><u>Maintenance</u></b></p> <p>The tap leak at 72 was fixed by Nevil and Ian – heroic digging needed.</p> <p>Working party completed the raising of the fence with trellis behind the lefthand side of 114a.</p> <p>Fence at the back of 53 Shepherds Hill to be raised following successful liaison with householder.</p> <p>Discussed the need to replace locks, agreed to investigate the replacement with a combination lock as this would administratively easiest. Post meeting note: Annie spoke with A-Z locksmiths who advised against a combination lock given our high usage and the locks being outdoors in all weathers. We agreed by email to get replacement padlocks and keys. Will need to plan carefully with sufficient lead in time for plot holders to get new keys from the trading shed.</p>	
5.	<p><b><u>Site inspections/probationers and lettings</u></b></p> <p>The allotment officer had conducted a very thorough site inspection accompanied by two members of the committee, resulting in 13</p>	

	<p>NCNs being issued and 11 polite reminders.</p> <p>Ian will look into hiring a van to help the tenants on 124B clear the exceptionally large amount of rubbish left on this plot.</p>	
6.	<p><b><u>Trading Shed</u></b></p> <p>Another delivery is due on 31<sup>st</sup> May.</p> <p>Annie has trained up 3 new volunteers.</p> <p>Ian circulated some architect drawings for replacing the Trading Shed. The next step is to agree the costings to go in the Lottery grant funding application. We've got a draft application, which once costings are added in, will be ready to submit. The assumption is that we'll apply for the maximum grant of £10,000 from the Lottery Fund, with our contribution from existing funds or monies raised being in the region of £5K.</p> <p>We briefly talked about how we will manage the transition period whilst the trading shed is being demolished and rebuilt. We will try and run stocks down, and use the Barn and storage container temporarily.</p> <p>It was agreed that getting a toilet and more repairs to the track are our next priorities.</p>	IP/JR
7.	<p><b><u>Communication</u></b></p> <p>We will plan to start surplus food donations to the local food bank from around mid-July.</p> <p>Following the reminder in the April newsletter about not feeding raw meat to foxes, Hannah Pearce sent some useful links about the do's and don'ts of feeding foxes, which we will add to the resources section of the website.</p>	
8.	<p><b><u>Barn events and Future plans</u></b></p> <p>Maintenance working party: Sunday 4<sup>th</sup> June.</p> <p>Café at the Barn: Wednesday 14<sup>th</sup> June. Annie and Jill to provide cakes.</p> <p>Interim/transitional AGM: Sunday 18<sup>th</sup> June. 12.00-12.15. Julie to chair. Will give a brief trading shed update, and approve the finance report.</p> <p>Esther's bee talk: Sunday 18<sup>th</sup> June 12.15-1.00, followed by lunch.</p>	

	<p>Art at the Barn: Monday 3<sup>rd</sup> July 10.30 – 1.00, coffee break at 11.30. No need to book, £6 (cash).</p> <p>Social evening/Pot Luck Supper: Sunday 2<sup>nd</sup> July, 6.30pm bring your own drink and food to share.</p>	
9.	<p><b><u>Finance</u></b></p> <p>We had the finance report to the end of March last time. There was one query on the trading shed stock. Jo explained that the report is produced on a receipts and payments basis so the value of the trading shed stock will be dealt with by a note in the accounts. Cash we take is still proving difficult to bank with Annie having to bank into her own account and then make a transfer payment to the Allotment account. Jo has ordered a payment card which will allow cash to be banked at the post office. Jo pointed out that encouraging people to pay by card is the way we should go but we all acknowledged that we are not going cashless.</p> <p>Plant sale was very successful raising almost £1200 and £600 donation has already been paid to Harington.</p>	
10.	<p><b><u>Allotment Forum</u></b></p> <p>Nothing to report.</p>	
11.	<p><b><u>AOB</u></b></p> <p>Jenny Van Stroud had written to the committee to ask about planting a tree near the trading shed in memory of Jon Van Stroud. We agreed this was a lovely idea and Ian suggested a malus transitoria (crab apple) which has beautiful white blossom and yellow fruits which the birds love. Post meeting note: Jenny agreed this would be perfect and plans to plant it on the 30<sup>th</sup> September.</p>	
12.	<p><b><u>Date of next meeting</u></b></p> <p>6<sup>th</sup> July 2pm – Julie to chair.</p>	