

<b>Shepherd's Hill Allotment Association Committee Meeting Minutes 16<sup>th</sup> Nov 2023</b>		
	<p><b>Present:</b> Juliet Mann, Jill Russell, Nevil Yeldiz, Ian Potts, Garry Doyland.</p> <p><b>Apologies:</b> Julie Yogasundram, Annie Griffiths, Jo Sheehan, Trevor Wyatt</p>	
1.	<p><b><u>Minutes of last meeting: accuracy</u></b></p> <ul style="list-style-type: none"> <li>• Correction of plot no: 39 not 39A</li> <li>• Add Garry to those present</li> </ul>	JR
2.	<p><b><u>Matters arising</u></b></p> <p><u>Tree work:</u> Plot 39 trees and shading: Ian looked at this with Richard. The chestnut trees on neighbouring property are too big to prune. But there are an overgrown olive tree and bay tree on the plot that is blocking light, which the tenant needs to prune. We will update the tenant with this information.</p> <p>Plot 132: Ian to talk to tenant and Nick Finley to give a bit of help with the pruning needed.</p> <p>Plot 136: this is a new tenant who has taken on the plot with an overgrown Mirabelle tree and Willow. These will cost about £300 for Richard to prune. Ian to arrange. We agreed that where new tenants are taking on a plot with trees that have been neglected by the previous tenant it is appropriate for the committee to pay for pruning.</p> <p><u>Application to the NLHPP RE-Power Communities programme</u> Good news – we have been successful in our application for £2,000 to install solar panels on the roof of the Barn. Ian and Jill met with the funders, and they indicated we should receive the grant within the next few weeks, and then Ian will purchase the panels.</p> <p><i>Post meeting note: we forgot to mention at the meeting that the funders also told us they operate a volunteering scheme with their workforce, and can offer us a number of days of a volunteer workforce to, for example, help clear the old bee plot.</i></p> <p><u>Montenotte Rd track</u> Juliet's nephew (who works for a company in High Wycombe that does this sort of work) visited the site and gave a rough guide of what resurfacing the track would cost – about £3,500. Annie still to</p>	<p>JR</p> <p>IP</p> <p>IP</p> <p>AG</p>



	<p>We agreed that before nudge letters are sent out in the future we will run the potential recipients past the committee, to see if anyone has any additional useful information.</p> <p>Jill suggested a couple of revisions to the nudge email, mainly to give tenants clearer guidance on how full cultivation of an allotment plot is defined and assessed by the Council. These were approved. Copy appended.</p>	
5.	<p><b><u>Trading shed</u></b></p> <p>We discussed a new application to the Lottery Fund for rebuilding the trading shed. The Fund has launched its new funding scheme, funding projects up to £20,000. The application form is essentially the same as before. We discussed whether we perhaps should change the name of the trading shed, to convey less emphasis on it being a retail outlet and more about horticultural advice and support. Something like the 'horticultural store/hub'. Discussions to be continued.</p> <p>We agreed that we will work towards putting in another application to the Lottery Fund some time next year, but will need to ensure that we fully address the feedback from the previous one.</p> <p>We also agreed to look at how to make the website more visually attractive, perhaps having a logo, and including more photos of activities, and Ian's films about the site.</p> <p>Ian and Jill had looked at the Muswell Hill golf course allotments website for ideas of how to improve ours. For example, they have photos of members of the committee. We agreed that this gives a sense of welcoming and transparency and something we should consider.</p> <p>We also noted that they ask all tenants to pay a £5 annual subscription, and this gives them membership of the Association which entitles them to vote at the AGM, as well as raising £1,000/pa for the site. Perhaps something for us to consider and put to our next AGM...?</p>	JR/CS/IP/NY
7.	<p><b><u>Communication</u></b></p> <p>Send out an urgent email about plea for raffle prizes and helpers for winter warmer. And reminder about craft afternoon on Sun 19<sup>th</sup>.</p> <p>In next newsletter:</p> <ul style="list-style-type: none"> <li>• Reminder that trading shed only open fortnightly until potato day</li> <li>• Advertise Harington Xmas Fair</li> </ul>	JR

	<ul style="list-style-type: none"> <li>• Share info on local projects - Orchard project and Wolves Lane</li> <li>• Youtube video about allotment waiting lists</li> <li>• Solar panels for Barn - Re-power communities project</li> <li>• 2024 Barn events – January dates</li> </ul>	
8.	<p><b><u>Barn events and Future plans</u></b></p> <p><u>Winter warmer</u></p> <p>Annie bringing large amount of Italian soup, cake, milk and hot flasks.  Jill bringing soup, bread and cake  Ian bringing soup, bread and cake</p> <p>Preserves stall – Annie has made lots of jams, chutney and marmalade and bottled the last of last year’s apple cider vinegar</p> <p>Wreath making -10.45-12 Mary Ensor will run this. There is still plenty of space for anyone who wants to join in ... or just watch. Annie has bought 10 wreath bases which people can buy for £4.</p> <p>Raffle – Juliet will coordinate this.</p> <p>We’ll ask Gary Sycamore to light a fire in middle of yard, weather permitting.</p> <p>2024 dates  Café at the Barn – Wed 10<sup>th</sup> January  Discussion group and lunch – Sunday 21<sup>st</sup> January. Juliet to ask Gary if he might repeat his composting talk.</p>	JM
9.	<p><b><u>Allotment Forum</u></b></p> <p>Minutes of recent meeting circulated with these minutes.</p>	
11.	<p><b><u>AOB</u></b></p> <p>Garry proposed how we might make better use of the Barn. He suggested that as and when committee members are coming to the site for a period of time and passing the Barn they could open it and leave a message on the blackboard saying ‘Barn open until XXX (whenever they plan to leave the site)’. Tenants could then come in and use it, with an honesty box for tea and coffee. We agreed to trial this after the Winter Warmer. Garry to draft something to send out in a site email.</p>	GD
12.	<p><b><u>Date of next meeting</u></b></p> <p>Wednesday 3<sup>rd</sup> January 2pm</p>	

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'Nudge' email to tenants:

Dear

During a recent inspection of our site, the Council's Allotments Officer identified your plot as one that is currently at risk of being given a non-compliance notice at the next inspection. She has asked us to send you this 'nudge' email so that you can take the necessary steps to rectify this.

Please see the attached guidance from Haringey on how full cultivation of an allotment plot is defined and assessed by the Council, and let us know if you have any questions.

We recognise that sometimes plot holders may be struggling to cultivate their plots to the required standards due to ill-health or personal circumstances, so do please let us know of any factors to be aware of.

Our waiting list for plots at Shepherds Hill is very long, so it's a good time to think hard about the amount of work you can sensibly put in. You may feel you need to give up your plot or halve it if you have more than 5 poles.