

<b>Shepherd's Hill Allotment Association Committee Meeting Draft Minutes 20<sup>th</sup> May 2024</b>		
	<p><b>Present;</b> Juliet Mann, Jill Russell, Ian Potts, Garry Doyland, Annie Griffiths, Julie Yogasundram</p> <p><b>Apologies:</b> Trevor Wyatt</p>	
1.	<p><b><u>Minutes of last meeting: accuracy</u></b></p> <p>No corrections. Minutes approved.</p>	
2.	<p><b><u>Matters arising</u></b></p> <p>Tatiana at Re-Power Communities will send us some volunteers next week. Ian to confirm with Tatiana which day is best.</p>	IP
3.	<p><b><u>Maintenance</u></b></p> <p>The fence has collapsed by the Queens Wood fence. There's an enormous amount of ivy to clear before we can work out how best to repair and reinforce the fence. We'll ask the re-power communities volunteers to help with clearing the ivy.</p> <p>Following the very helpful discussion at the AGM about our priorities of repairing the track, installing a toilet on site and rebuilding the trading shed, we are revisiting the sequencing of these priorities, and how we apply for funds/use our own funds. Jill to draft a plan, Ian to add some costings and timings.</p>	IP/JR  IP/JR
5.	<p><b><u>Site inspections/probationers and lettings</u></b></p> <p>The allotment officer made a site inspection earlier this month, resulting in her issuing 10 NCNs, and us sending 8 'nudge' letters. In addition 4 plots were identified as being held over to the next inspection.</p> <p>One tenant who received a nudge letter asked if she could terminate her plot but be put on the waiting list. We agreed to this particular request. JY to write to tenant.</p> <p>We also agreed to inform the tenants of 14A who have terminated their plot that they can go onto the waiting list, but not the deferred list. Any such request(s) must be discussed and agreed on a case-by-case basis by the committee.</p> <p>Juliet reported that on the same day as the site inspection, Alex Fraser and a surveyor came along to look at the Japanese</p>	JY  JY

	<p>Knotweed. We had not been informed of this visit, nor have we received any follow up feedback.</p> <p>The Committee discussed and agreed that it is very grateful for the work that Bruno does mowing communal paths and areas. If plot holders want to employ Bruno to cut their grass that is up to them. We agreed that grass cutting on a plot is unrelated to assessing whether a plot complies with the criteria for cultivation.</p>	
5.	<p><b><u>Trading shed</u></b></p> <p>Annie and Liz have managed, with some effort, to find suppliers that can deliver in smaller vans that can get along the track. The trading shed is as popular as ever.</p>	
6.	<p><b><u>Communication</u></b></p> <p>Nev and Jo have started producing a hard copy of the monthly newsletter, which has been well received.</p> <p>We need more helpers on the communal plot. Will ask in next newsletter if anyone can help in June. The Wed monthly café is a good day for volunteering (and with the offer of free tea and cake!)</p>	
7.	<p><b><u>Barn events and Future plans</u></b></p> <p>The plant sale in May was a great success, raising a record £1700. Great contributions from lots of people.</p> <ul style="list-style-type: none"> <li>• Wed 12th June – café at the Barn</li> <li>• Sat 15<sup>th</sup> June – summer party at the Barn. BYOB and something for the BBQ. Weather dependent etc.</li> <li>• Sunday 23<sup>rd</sup> June – Discussion group plus pre-Edinburgh Festival 'fruit and veg' poetry readings by Professor Richard Pickings!</li> </ul> <p>Juliet/Peter are discussing having an art sale of Peter's work at the library, with proceeds going to the allotment.</p> <p>We discussed a possible scarecrow competition later in the year.</p>	
8.	<p><b><u>Finance</u></b></p> <p>Jo will do a report up to end May for next meeting.</p>	
9.	<p><b><u>Allotment Forum</u></b></p> <p>The next Forum meeting is on 6<sup>th</sup> July.</p>	
11.	<p><b><u>AOB</u></b></p>	

	<p>Jill and Julie and Juliet to go through colony list and our database of tenants – date to be arranged.</p> <p>All to check draft AGM minutes.</p> <p>We agreed that two committee members should have a copy of the waiting list.</p>	<p>JY/JR/JM</p> <p>All</p> <p>JY/JR</p>
12.	<p><b><u>Date of next meeting</u></b></p> <p>9.30 24<sup>th</sup> June.</p>	

## **Maintenance Work for 2024**

Turn on water - check for problems.

Repair of Track at main entrance

Repair of fence at Queens Wood

Improve main path through the site - on going project.

Repair door to Trading Shed

Make compost bins out of pallets for the community garden

Finish pruning old apple trees at Wood Vale gate and on community plot

Empty drainage catchment tank of silt.

Bod paving for track up from the WV car.

### *Barn maintenance:*

Repair guttering at front.

Improve drain at front of the veranda

Improve drainage at the west side of the building – not been right since that area was dug up by the electricity company.

Install guttering at rear of the Barn

Tidy the area over looked by the kitchen window, where all the cement mixer is stored.

## Quotes from Julio for Montenotte track

### Quote no1

MOT.	£350
Metal reinforcement.	£2,610
Wooden gravo boards.	£460
2x2.	£320
Screws.	£60
Wire for the mesh.	£12
Concrete + pump.	£3,700
Pipes.	£60
Canal for water on the top.	£1,000
Total materials.	£8,572
Labour:	£7,800
Total job:	£16,372

### Quote no2

Hard core.	£800
Ballast +cement	£2800
Mesh.	£460
Frame + screws.	£510
Pipes.	£60
Total materials :	£4,630
Labour:	£5,000
Total job:	£9,630

### Quote no3 Cheapest way

Hard core.	£600
Landfill pipe.	£360
Membrane.	£160
Shingle.	£600
Ballast+cement.	£1,150
Metal mesh.	£160
Total materials:	£3,030
Labour:	£4,000
Total job:	£7,030

