	Shepherd's Hill Allotment Association Committee Meeting Minutes 12 <sup>th</sup> December 2020 on Zoom	
	<b>Present</b> ; Juliet Mann, Annie Griffiths, Jill Russell, Julie Yogasandram, Ian Potts, Amy Gardiner-Gibson, Stephen Cushnir, Garry Doyland, Jo Sheehan,	
	Apologies Trevor Wyatt	
1.	Minutes of last meeting: accuracy	
	Approved.	
2.	Matters arising	
	Julie has been in touch with Haringey's nature conservation officer about guidance on the safety of burning previously treated old shed and fencing panels. Parks are reviewing guidance at present, and will keep us posted.	
	Julie has taken some photos of 83b to send to the nature conservation officer for advice on whether we might use this plot as an area for developing biodiversity habitat.	JY
	Julie will write to ?Greg about the chicken plot to progress our decision to let this plot.	31
3.	Committee code of conduct	
	Julie had circulated a draft code of conduct, which was approved by the Committee. We will put this in the Committee-only section of the website (see below).	JR/CS
4.	Devolved management schedule of responsibilities	
	We went through the list of association responsibilities, agreeing allocation of tasks among committee members. We added additional tasks: managing the Barn and activities held there (a sub-	All
	committee will report back to the committee on this); developing the Plot 15 garden; food waste issues, and making best use of our RHS membership. We will upload this document with names attached to the Committee-only section of the website. Charlie to give committee members details of login details.	JR/CS
5.	Site inspections	
J.	-	
	Still no news from Haringey but hoping these will start again in	1

	Spring.	
6.	Trading Shed	
	The trading shed is now closed until the second Sunday in January. If there's a third lockdown we might have to go back to 1-1 deliveries.	
	We discussed the poor state of the shed building. The need to address this is becoming more urgent. Ian suggested that we all take a good look before the next meeting and discuss a maintenance/repair plan. In the long term we may need to replace the shed, and could put in another lottery application for this.	All
	The plan is for Potato Day to go ahead on the 14 <sup>th</sup> Feb, but we will need to review depending on the covid situation.	
	There was an error in the pricing of seaweed extract, with an overcharge of £2.70. We agreed to mention this in the newsletter, apologise and propose that we put this money towards the Barn fundraising pot. Or tenants can ask in the shed for a refund.	
	We need to find a phone that is compatible with the izettle card reader and will ask if anyone has a spare one in the next newsletter.	
7.	Maintenance	
	North London Cricket Club have given us some sections of fencing as they have installed new fencing. Ian will clamp these sections onto the existing fence by the playing field to try and increase security.	IP
	There are sections of the main path where the boarding is collapsing. Ian clarified that we are responsible for maintaining the main paths, with tenants taking responsibility for their own side paths (agreeing with neighbours who takes responsibility for which path).	
	We need to improve the state of the tracks leading from Montenotte Rd and Wood Vale entrances, which get worse every winter. The cheapest solution would be to get a load of hard core in.	
	Some of the pathways, particularly around the Wood Vale entrance are very muddy and slippery. They need improving with plastic square sheeting and gravel, as we have used on other areas of path.	
	We agreed that we will draw up a schedule of work for next year. The committee members who have volunteered for maintenance tasks will do this, identifying which are urgent, and which are longer-	IP/AGG/GD/JS

	term tasks etc. We should bear in mind that there is a surplus in our maintenance account, so if needs be we could bring in	
	contractors for some of the work.	
8.	Communication	
	<ul> <li>Newsletter items:</li> <li>Seasons greetings</li> <li>Reminder about shed closure over Xmas and New Year</li> <li>Apologies about seaweed extract price error</li> <li>Request for a second hand phone</li> <li>Thanks for food bank donations</li> </ul>	JR
	Jill and Julie and Charlie have tidied up and updated the website.	
9.	Probationers and lettings	
	From 1 <sup>st</sup> January there are 4 plots to show prospective tenants.	
10.	Future Plans	
	lan has taken delivery of the stove. We now have to wait for covid restrictions to lift before we can move forward with completing the work on the Barn.	IP
	And once covid restrictions permit, those committee members who have volunteered to manage use of the Barn will meet to discuss possible plans for 2021.	JY/JR/SC/AGG
11.	<u>Finance</u>	
	Jo reported that the plan is to move our bank account away from TSB, as we have had lots of problems with TSB.	JS
	Julie reported that our insurance through RHS has settled the claim for the shed that was burnt down last month, the second claim in 3 months. She noted that we only have £5,000 cover for sheds, which would be insufficient for covering the Barn. The committee	
	agreed to increase cover to £40K.	JS/JY
	Julie has discovered that our RHS affiliation means that we can purchase some garden entry cards to use at any of the RHS gardens, with 30% discount on entry. They cost £10 each (max 3). It was proposed that we could make a modest charge to tenants who wish to borrow the card, plus a deposit to ensure return of the	JY
	card. Everyone agreed this sounded a good scheme and we will buy some cards.	
12.	Allotment Forum	
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	No meetings have been held.	
13.	Annie reported that she'd had a good response to the request for plants for Plot 15. In the new year we will put out a request for people to help with weeding and getting the area ready for planting.	AG
	We picked up on the ideas about addressing food waste that had been brought up at the AGM. Amy had various good suggestions and offered to lead on this.	AGG
14.	Date of next meeting  Monday 1 <sup>st</sup> Feb at 7.00pm. Garry to chair.	