

EALING DEAN ALLOTMENT SOCIETY

MINUTES OF COMMITTEE MEETING. TUESDAY 10<sup>TH</sup> MAY 19.30

PRESENT: Crispin Harris, Simon Coleman, Jon Wilkins. Christina Fox , Kim Thompsett and Christine Charles.

APOLOGIES: Hilary Wright

Welcome to Paul McConnell

SECTION A

MATTERS ARISING FROM MINUTES OF THE LAST MEETING

- The minutes were accepted.

Chair's report – May 2016

Plots rented out:  156B  186A	Plots available:  178B
Waiting list >>> 59 people	
Person at the top of the list joined in August 2014	

This is just a quick mention that we held the AGM last month and all went well. It was good to see so many people turn up and bring questions and suggestions.

Terminations: Pathways will be sending letters to plot 204 and 167B as they are now over 40 days late in paying. We will have to give them 21 days to clear any items and then remove the oversized shed from 167B and the large greenhouse on 204. We may need to strim the plots so they at least look tidy on the open day. In future Pathways will send letters when rent is 28 days in arrears.

Christine and I attended our quarterly meeting at Pathways with Alison Jones and the new Chief Exec Clive Wilson. It was a very productive meeting. We gave them a copy of our proposed changes to the allotment tenancy agreement, which was met with a very positive response. Haslemere will need some time to look through it. Clive also suggested we revisit our management agreement with Pathways. It has been three years since we put it together – so now seems like a good time to revisit.

At the quarterly meeting we also talked about termination letters for arrears and the timing of the rent payment. A new timetable was agreed in order to ensure they can terminate non payers and give us time to rent out the plot at the start of the growing season.

After the meeting I showed the new chief around the site. I explained our history and pointed out our plot award winners and introduced him to some of our plot holders.

I visited the owner of the blank wall in the Radbourne Walk. She is happy for us to go ahead and paint a Mural on the wall on the open day. By contributing to the cost of the materials we will have some say on the content/context of the image.

Plot holder 157B has asked to keep bees and so I have sent her a copy of the council rules. We also need to discuss if this is an appropriate place for a hive – I would like to contact Tom and Emily our expert beekeepers and get their opinion on this.

Composting toilet: I have emailed the three councilors about money for the composting toilet but still have not received a reply. Perhaps a phone call next as we would like at least one toilet installed before the open day.

#### TREASURER'S REPORT.

The balance is £2488.89

#### SECRETARY'S REPORT.

- Christine has continued to manage the post and applications etc.

#### MAINTENANCE REPORT AND UP-DATES

- May Volunteer day was dealing with clearing the hedgerow boundary around Ivy's plot. Lots of evidence of good soil but debris and detritus of decades. Very good turnout.

- Grass re-seeding.
- Lots of metal re-cycling.
- Creating the infrastructure for the composting toilet on the next day.
- Metal water tank on 231 has been replaced.
- We need petrol for the strimmer/lawn mower
- Skip for 2<sup>nd</sup> week of June

## JON'S REPORT

- Jon has started to load sections of the "Guidelines"
- Beginning to tidy up the Headings
- Plans to add illustrations to links
- He has tested e-mail
- Content requirements; Volunteer days; Calendar: Open Days and Talks

## SECTION B

### POINTS FOR DISCUSSION

### COMMUNICATION

Christina is using both the shared file system and "Mail Chimp" so that she can see who has read an e-mail. The Groups are Plot Holders, Waiting List and Volunteers. Christine is going to help her.

We are going to check/update the Mailing List. 10 people don't have e-mail.

### RESPONSIBILITIES

Sorting out who will lead various projects; they do not have to do it all, just take responsibility.

- Water and the maintenance of the system: Simon
- Scrap Metal: Simon with Paul as back up
- New Toilets: Jon
- History projects: Paul
- Open Days: Christina
- Sunflower Competition and prizes/awards : Crispin
- Communal Barbeque: Crispin
- Volunteer days: Simon, Christina, Christine
- Heritage Plot: Simon
- Potager: Christina

- Skips: Christine, Christina, Paul, Simon.
- Noticeboards: Simon
- Vinyl Posters: Simon
- No Parking: Christina
- Carpets and Tyres: Crispin to write a letter/e-mail
- AGM format and process: Paul
- Non-Cultivation inspections; Christina and Christine.

#### OPEN DAY ITEMS

- If the new toilet is not in place should we get a Portaloo?
- Organising Volunteers for the Gate/Refreshments etc. Canvassing people on the site if they want to offer Help/Make a Cake.
- Walk and Talk on a ticket basis so that the group is not too big
- Timing 1pm to 5pm.
- Risk Assessment
- More tables

#### WHEN IS A SHED NOT A SHED?

- Guidelines for the size of structures are in place. We are going to keep an eye on additions to sheds etc so they do not turn into a caravanserai.

#### SIMON'S VINYL DELIGHTS

Simon has researched the printing of signage on to special integrated vinyl boards. He is ordering more.

MAINTENANCE PLOT MOVING TO 178b

NEXT MEETING **TUESDAY 7<sup>TH</sup> JUNE**