

EALING DEAN ALLOTMENT SOCIETY

MINUTES OF COMMITTEE MEETING. TUESDAY 7<sup>TH</sup> JUNE 19.30

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

No apologies as all present

SECTION A

MATTERS ARISING FROM MINUTES OF THE LAST MEETING

- The minutes were accepted.

Plots rented out:  156B  186A	Plots available:  167B (available from 22/6/2016) 170A 170B (old maintenance plot) 178A 204A (available from 17/6/2016) 204B (available from 17/6/2016)
Waiting list >>> 62 people	
Person at the top of the list joined in August 2014	

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- **OPEN DAY**
- Dominique (plot 240B) designed and had the banners printed which are now on the fence at both ends of the site. He is also working with Simon and me to design and print leaflets for the open day – to replace the one I did last year.
- I have been getting things together for the open day. There is a book with the volunteer slots available on the open day and I've been asking

people face-to-face if they will fill in the slots to ensure we have all task covered.

- Fran on plot 243B has been helping me post publicity for the open day on social media.
- **PLOT TERMINATIONS**
- Plot 204 received a termination letter from Pathways for non-payment of rent. Their last day of tenancy was 27<sup>th</sup> May 2016. They have started to remove their belongings. It should also be noted someone tried to set fire to their shed. This happened one evening and sadly there are no witnesses.
- Plot 167B also received a termination letter from Pathways for non-payment of rent. Their last day of tenancy was 1<sup>st</sup> June 2016.
- In the termination letter was a form to ask for extra time (21 days) to remove their belongings. Neither of them have returned the form. But, to be fair they have been given extra time. This will mean that plot 204 can be divided into two plots and rented out from 17<sup>th</sup> June. 167B end date is the 22<sup>nd</sup> June. We need to make a decision on the very large shed on this plot if it is left behind.
- Age UK have decided to give up their plot 178A. This was on advice of their health and safety people. I'm really sorry it didn't worked out for them and they were given this advice. So many studies now show that gardening is good for your mental and physical health. It is a shame that their health and safety people couldn't also see the great health benefits of gardening.
- **SITE SURVEY**
- Christine and I did the first plot survey at the south end of the site. Then Paul and Hilary helped me with the North end. Around 35 reminder letters were sent. One plot holder thanked us for the reminder and most have used it to spur them on the get their plot in order. Plot 170A has decided to give up their plot.

- Simon and I met with plot holder 173 to explain he had reached the maximum limit of structures on his plot. We explained everything he was allowed to do (and not do) and got him to sign a letter of understanding. We both kept a copy.

#### TREASURER'S REPORT.

The balance is £5307.90

ACTION POINT. We are going to ask Pathways for an up to date balance of the "fence" account.

Kim is organizing the float for the Open Day.

#### SECRETARY'S REPORT.

- Christine has continued to manage the post and applications etc.
- As a result of the Site Survey 35 letters have gone out.
- There is going to be a skip on Friday 10<sup>th</sup>
- The new toilet is arriving on the 16th

#### MAINTENANCE REPORT AND UP-DATES

- June Volunteer day was very productive. Preparation for the toilet base etc; moving a shed; Radbourne Walk hedge cutting.
- W13 9QP is our postcode

#### JON'S REPORT

- (Ongoing) Jon has started to load sections of the "Guidelines"
- Banner changed
- Open Day Post

#### SECTION B

#### POINTS FOR DISCUSSION

#### OPEN DAY ITEMS Questions from last minutes

- *If the new toilet is not in place should we get a Portaloo?* Toilet is coming

- *Organising Volunteers for the Gate/Refreshments etc. Canvassing people on the site if they want to offer Help/Make a Cake. Christina has been "volunteering" people face to face*
- *Walk and Talk on a ticket basis so that the group is not too big*
- *Timing 1pm to 5pm.*
- *Risk Assessment Has been undertaken by Paul and Simon*
- *More tables*
- *Simon has researched the printing of signage on to special integrated vinyl boards. He is ordering more. Paul and Simon are creating History signs*
- *Pump display on boards*
- *We are printing 500 leaflets (A4 Folded) at a cost of £60*

ACTION POINT. We need to use the expenditure of this year's Open Day to create a budget for next year's

- New sandbags for the heritage plot. Props and the gramophone.
- New additions to the Vintage Tool Display
- Videos in the Air Raid Shelter
- Christina is going to chalk signs on roofing slates for Health and Safety etc. e.g Please Keep to the Paths
- John Wells is going to do Nature Walks as well as Christina's Walk on the Day
- Possibility of the Owl and the Pussycat doing a beer tasting on the day
- Invitations to be sent to Pathways and Hazelmere.

#### SIMON'S ROLE

- Simon can't be on the committee and paid for Maintenance Work so his role will change. He can be invited as a Maintenance Consultant but he cannot vote. He was given whole hearted thanks for all his work

NEXT MEETING **TUESDAY 12<sup>TH</sup> JULY**