

EALING DEAN ALLOTMENT SOCIETY

MINUTES OF COMMITTEE MEETING. 16<sup>TH</sup> FEB 19.30

PRESENT: Crispin Harris, Jon Wilkins. Christina Fox , Paul McConnell, Christine Charles and Kim Tompsett

APOLOGIES FOR ABSENCE

SECTION A

MATTERS ARISING FROM MINUTES OF THE LAST MEETING

- **ACTION POINT: PAUL to insert calendar from his report**
- Timing of the AGM will depend on the "Independent Examiner" looking at the accounts.
- **ACTION POINT : KIM has a contact with an accountant whom she will ask to do it.**
- **If the accounts are completed by the 13<sup>th</sup> March the completion will be 31<sup>st</sup> March. Any expenses to Kim**
- **Committee to receive accounts 10<sup>th</sup> April**
- **The location to be "The Forresters"if available. Otherwise the Northfields Community Centre.**
- **JON to put a message on Slack to get notifications.**

CHAIRMAN'S REPORT

## Chair's report

This has been a quiet month for me and allotment work as I have had to deal with a family illness. I was due to attend a couple of other committee meeting (related to allotments) but had to cancel. So, nothing to report there.

Attended quarterly meeting with Pathways with Christine Charles.

Met with homeowner on Loveday road about tree from Radbourne Walk casting shade on their garden. This is a long running complaint and Pathways have said they may consider paying for pruning the tree. We also have another homeowner – also on Loveday Road with a similar complaint about a different tree.

I met with tree surgeon Kevin from Wildwood tree services on Thursday 16 Feb. He also took a look at the lime tree in the driveway which has two large dead branches. He will let me have a quote for the work.

I wrote to a plot holder who had requested permission to erect a large 12 x 20 foot polytunnel on their plot. As discussed with all committee members, the standard letter was sent limiting the polytunnel to 2x4 metres.

The Volunteer day went well. Around 12 people turned up to help out in the Radbourne Walk. The weather was kind and most people stayed for the BBQ.

I went to the Historic England Archive in Swindon with Simon Coleman to look at old RAF aerial photos of the allotments. We ordered a large aerial photo which shows the site in great detail.

- **ACTION POINT: EDAS to pay for aerial photo**

#### TREASURER'S REPORT

- £3587.15p in the bank account.
- Increased the insurance cover
- Public Liability insurance to 10 million

#### SECRETARY'S REPORT.

- Fund raising Bank Account has £5953.34p
- Ongoing process to check plot holders contact details are correct
- The TAWNEY CLOSE address will be the best one for Pathways as they are moving at some point.

#### MAINTENANCE REPORT AND UP-DATES

- Woodland Trust native species "whips" for the hedgerow have been planted and some extra ones bought
- Radbourne Walk has been tidied
- **ACTION POINT : Jon to liaise with Simon over creation of new notice boards. Large ones to be illuminated.**

- **Crispin to see how big a page laminator will do at work**

## JON'S REPORT

- Different system on the "front page" which shows the latest inputs.
- More buttons for navigation through the site are now down the left.
- Jon is dividing up the "Guidance" document into two more manageable sections. A "Do s andDon'ts" and a general on-going guide.
- **ACTION POINT: CHRISTINA TO MAILCHIMP PLOTHOLDERS TO REMIND THEM TO RESPOND TO THE PETITION REQUEST.**

## SECTION B POINTS FOR DISCUSSION

### UN-RENTED PLOTS

- Christina to use volunteers to help us maintain plots. **ACTION POINT; Christina to e-mail**

### BONFIRES

- SUMMER MONTHS NO BONFIRES
- **CRISPIN TO CREATE FORM OF WORDS FOR THE COMMITTEE TO PLAY WITH**

### BIRD BOXES

Christina presented list of expenses for Bird Boxes. Some monies taken from Radbourne money; some from Allotment.

### BUS STOP MOVING

Works for the Allotment especially with there being a crossing.

### AOB

### ASSET OF COMMUNITY VALUE

All the paperwork is done and submitted. We are awaiting a response. The fact that they have not asked for any other information is positive.

### OLD DEEDS

Paul and Christina found the Deeds to Dean Gardens which the Council "exchanged " for the land where Haslemere allotments are.

Because there was no covenants attached it will all be down to planning.

- **ACTION POINTS : What can the committee prepare before planning? Paul to prepare History document.**

NEXT MEETING **8<sup>th</sup> MARCH**

Attachment from Paul:

## **AGM**

- a report on the timetable and arrangements for EDAS's AGM was considered
- a standard form of the business to be conducted at AGMs and a specimen agenda were agreed
- it was agreed that in future the AGM would receive a written chairman's annual report and a treasurer's statement of the final accounts for the financial year just ended, both of which would be circulated in advance of the meeting
- the committee agreed to seek nominations for the committee in time to include the names of candidates on the agenda of the AGM
- the above decisions inevitably push the AGM into the spring and it was agreed to aim for the timetable which results in the next AGM being held in the week commencing 8th May, the earliest possible date (the left hand column on the attached sheet)
- it was also agreed to seek someone to act as Independent Examiner for the accounts, as the person agreed at the 2016 AGM has moved away from the area.