

**Agreed Minutes of Highgate Allotments Association Committee meeting
Sunday 8 May 2016, Highgate Primary School**

1. Present and apologies
Dan Hackett (Chair), Geoffrey Kemball-Cook, Simon Hewitt, Angelo Guarino, Jim Greenhill, Hilary Laurie, Maggy Meade-King, Karen Fitzsimon
Apologies for absence from David Gittings and Marc Haynes
2. Minutes from meeting of 6 March 2016 approved.
3. Site Secretary's report SH
 - 16 Non Compliance Notices issued by Haringey Allotment Officer after his visit to the site on 13 April. Noted that 3 plotholders have been unwell. They have been sent get-well cards and offers of help with their plots.
 - Capital Bid: during his visit on 13 April the Allotment Officer did not wish to inspect the site assets (viz. the large plane trees, shed, road, fencing, water tanks and pipes). Since this visit, SH has asked for £10K for refurbishment of the main gates. **AGREED** when new gates installed, they should include a post box, and that we should acquire a post code for the site.
 - **AGREED** that note should be added to the next Newsletter re the necessary supervision of groups of children visiting the site.
 - Work on the shed has been completed. DG Locker Ltd has fitted a new rubber roof and replaced gutters and some timbers for a cost of £1860. This was paid from the repairs account.
 - In response to complaints about the use of powered equipment, **AGREED** that there should be a request in the next Newsletter that plot holders show consideration for their neighbours when using noisy machinery.
 - DG has offered to help with mowing the communal plot. JG will give him a key to the shed so that he has access to the mower. Noted that no petrol is stored in the shed, only what remains in the mower's tank. Discussion of who has and should have keys to the shed. Current key holders are JG, SH, John Lane, also possibly Luke McRedmond. **AGREED** JG will obtain key from LMcR and pass to AG, also key from JL to pass to DG.
 - Payments made:
£80.50 to GKC for maintenance of website
£5.00 to GKC for pump for wheelbarrows
£233.40 to SH for barrow tyres, grass seed, sand and cement for the BBQ area
Monies received:
£5.00 key money from plot W1B and £5.00 from P6A
£110.00 from sale of manure
 - Thanks expressed to DG for organising the work on refurbishing the BBQ area, and to the team of helpers. **AGREED** to plant evergreen climbers on the new fence.
4. Membership Secretary's report MMK
We now have 134 names on the mailing list (from a total of c. 199 people on the plot list). A minimum of 69% open their mail with 24 hours, with a click rate of 3%.

MMK agreed to remove old notices from the large notice board and replace with current ones.

5. Shed shop JG

JG reported that the recent shed sale (weekend 12/13 March) had brought in cash amounting to £1182.75, with a further £718.30 since the sale. Some old stock remains. £631 has been spent on replenishing stock, which includes manure ordered in response to demand.

AGREED that there should be no credit given for shed sales. GKC will provide a notice to this effect.

Discussion of opening hours and a rota of helpers to be addressed at a later date.

6. Finances JG

On 1 January 2016 accounts were as follows:

Deposit account: 6864.83

Repairs account: 10,706.32

Trading account: 2448.74

On 8 May, after payments for repairs to the shed (£1800) and refurbishing of the BBQ area (£250), the repairs account stands at £8400.

7. Waiting List Officer's report GKC

4 applicants for plots since last meeting on 6 March.

Discussion of advisability of closing the waiting list which now stands at 60. We have approx. 23 applications in a year, so the list will take some 3 years to empty.

Agreed that the list should remain open but should be frequently reviewed.

Noted that a waiting list is evidence of demand for allotments.

8. Letting Officer's report KF

2 plots, P6A and K3B, let since last meeting on 6 March.

9. Probationer Support Officer's report DH

Probation approved for plots Y1B, E5, P6B and V1B. DH will view J4B when probation period completed.

P6A contacted; more info needed from KF on K3B. Plot H1B, with new probationer, coming up (20 Feb).

10. Rubbish removal / compost and chippings delivery DG

Bagged rubbish collection continues to be abused with rubbish not from the site and rubbish which has not been bagged left out for collection. The Council will only take bagged rubbish.

Were the Council to stop collecting rubbish this would be a particular problem for new tenants who often need to clear their new plot. Discussed the possibility that the Committee might organise clearance of plots before re-letting, costs to be paid from the repairs budget.

AGREED that next Newsletter will include notice that from now on each plot holder is responsible for removal of his/her own rubbish. There will be no further Council rubbish collections arranged by the Committee on behalf of the whole membership.

11. Site security and maintenance AG

AGREED that the next Newsletter should include a reminder that there is no car parking on the site. Only blue badge holders and vehicles delivering and unloading allowed.

12. Environmental management DH

AGREED that a summary of DH's report on weeds be included in the next Newsletter.

13. Haringey Allotment Forum GKC

£100K Capital Bid:

Assumption that 3 Haringey Site Officers will decide how this money is to be distributed. We can only ask firmly for what we want – as has SH for new gates (above).

The Forum Steering Group has as yet no understanding of how the Council will make necessary savings. Possibly there will be only one designated allotment officer, no longer shared with Parks Dept. We may have better sense of this by our AGM in autumn.

14. 120th Anniversary Celebration, Sunday 3 July MH

AGREED we would invite all ploholders to join the celebration between 12 noon and 4pm. Everyone to bring food and drink. Committee will provide a BBQ for everyone to use, and tables, cups, plates etc.

KF offered bunting, SH will create a poster. MH and SH will liaise with Highgate Primary School who will take part. We will organise a Seed Swap with any money made going to the Harington Scheme. HL will ensure that the silver prize winners' cups from the 1940s and 1950s will be on display.

15. Date of next committee meeting: **Saturday 2 July (10 – 12 noon)**; SH to chair