

Minutes of Fairfield's Garden Allotments Committee 27/10

Attendees: Felicity Chapple (FC) (Plot 13), Helen Armstrong (HA) (Plot 23), Louise Marshall (LM) (Plot 1), Bob Pullin (Plot 9), Tony Drewer-Trump (TDT) (HaHa rep)

Apologies: Vivienne Ravenhill (Plot 18), (VR), Tony Lavers (TL) (Plot 10)

Next Meeting : Tuesday 7th December 19:30 The Borough Arms

1. Review and acceptance of last meeting's minutes:

- I. Accepted.
- II. Suggestion from previous meeting to swap roles between Vivienne Ravenhill (Secretary) & Helen Armstrong (Treasurer) proposed by FC, seconded by LM, general vote all agreed.

2. Stewards Report:

- I. Duncan Grieg: Has signed agreement & paid in full. Duncan has queried if he can have keys for access through the gate directly behind SH's flats. All access is through the gate as stipulated in the agreement, accessible from School Alley.
- II. Wendy Bowmen: Plot is currently unkempt. Requires communication enquiring if there are problems maintaining site with offer of assistance if required or if plot is no longer required. **HA to action.**
- III. Peter Dopson: Has a number of pots on the paths. Requires communication requesting paths are kept free for pedestrians. **HA to action**
- IV. Terry Shoemith: Rhubarb is encroaching on pathway. **BP to discuss with Terry.**
- V. On inspection of shed 10 the roof is not safe for repair, if the roof collapses it has the potential to impact shed 9. Agreed to not explore the repair of the shed for use.
 - i. **HA to notify potential H&S issue to SH.**
 - ii. **BP to nail closed to prevent use.**
- VI. Content of shed 9 from previous SH tenant discussed at the HTC Recreation & Amenities meeting. HTC have committed to take action to remove the tenants belongings. Waiting update from HTC.
- VII. Shed 3 (Community Shed): In order to allow easy access for all plot holders a combination padlock will be placed on the door set to the same access combination on the main access gate. Communication to plot holders will be through the next quarterly news letter, once shed in use. First aid kit will be put into shed, will discuss with John Stanley (HaHa) potential use of old Amo Box. **(FC)**
- VIII. Updates to shed share list: Louise to update master and put through BP door. Longer term this will be stored in the FGAA eMail account.
 - IX. Use of uncultivated land as potential new plots: **BP & TL to arrange for holes to be dug to check soil condition, to determine if we need to include a membrane to prevent weeds under the proposed new plots.**
 - X. Use of uncultivated land as potential new plots: **HA to arrange delivery of donated Top Soil. To be placed directly behind the fence owned by cottages 67, 68 & 69 High street.**

3. Update on HAHA agreement:

- I. Fairfields will remain under HaHa for the foreseeable future. Fairfields will continue as they have previously, managing the Fairfields site, community and accounts. HaHa will assume the overall administration role for all Hungerford allotment sites in place of HTC. However for the next 6 months all communication between Fairfields and HaHa will be through TDT. Fairfields name and bank details will remain unchanged.
- II. Constitution: Version to be kept unchanged with regards to changing the Fairfields set up. Latest version Titled: Haha Revised Constitution v FINAL.pdf
- III. Committee Members: It has been agreed that three members of Fairfields will be part of the committee in the following roles:
 - i. Deputy Chair
 - ii. Assistant Treasurer
 - iii. Assistant Secretary
- IV. Proposed Fairfields representation for HaHa Roles:
 - i. Deputy Chair: Felicity ty Chapple
 - ii. Assistant Treasurer: Louise Marshall
 - iii. Assistant Secretary: Sarah Chatters
 - iv. Proposed by HA, Seconded by BP, all agreed.

4. Fairfields & HaHa working actions:

- I. Need view of newly signed contracts to ensure committee understand who has accepted and paid for which plots.
 - i. **TDT to request Jamie & Belinda to provide.**
- II. Need to understand where the Fairfields master waiting and plot holder list is stored (URL/other) to ensure access to the latest document.
 - i. **TDT to request Jamie & Belinda to provide.**
- III. Meeting mins should also be supplied to HaHa
 - i. **HA to provide Jamie & Belinda**

5. Treasurer Report and Financial Situation:

- I. Received from HaHa the suggested figure owed by HaHa to Fairfields for the new plot allocations.
 - i. FC to request financial break down to understand how the figure was derived.
- II. BP to request TL to submit receipts to cover the Roundup used on the communal areas.

6. Strategy for 2010-2011-2012:

- I. TDT suggested using the Marsh Lane strategy and adapt to suit Fairfields. Document reviewed and removed all items that are neither, Marsh Lane or Fairfields specific, but should be contained at a HaHa strategy level. Adaptations made as appropriate. FC to draft and cascade for review.

7. AOB:

- I. Lease:
 - I. SH have now signed lease with HTC for a period of 5 years. The £1 yearly rental has already been paid for the subsequent four years by Chris Tout, and Geoff Greenland.
- II. AONB Plaque:

I. Agreed that AONB should put plaque up. **HA to gain agreement from SH to erect on wash hut wall.**

- i. Mail to SH should include the Plaque, the painting of the boarding on the windows for utilization as chalk boards, and the Shed 10 H&S concern.

III. Notice Board:

- I. **BP to write words for winter gardening advice.** To be repeated in the next quarters news letter.

IV. Water Butts: TL has cleared the ivy from the wash huts roof. TDT to contact veolia to arrange the collection of unwanted wheelie bins for use as water butts.

V. Shed Doors: Can obtain free paint from the community place organization. HA/JA to check what is available. Require Undercoat, Primer and exterior gloss. Any colours accepted the brighter the better. Shed door painting will be incorporated into next work weekend date tbd

VI. Bonfire Party: Meet as close to 17:00 on 5/11 to set up.

- I. FC has purchased 98 bio-degradable after two years plastic plates, knives, forks, spoons for social functions £25 (to be submitted to treasurer)
- II. To prevent people slipping in the dark down the bank, will cordon off. TDT has some orange fencing. BP to erect.

III. Menu:

- i. Hot Dogs: (proper sausages) **HA & Jay to purchase and arrange BBQ:** Donations of £2 each
- ii. Soup (veggie): Denise Gains, Sarah Chatters and LM will all make a soup. **FC to contact Sarah and Denise.** Donations of £1 a cup **LM & FC to bring camping cookers** to warm soup.
- iii. Glo Sticks: Donations of 50p each
- iv. Pumpkin Lanterns: Make your own and be judged. Voting box will be available. **LM to create voting card.**
- v. Ginger Biscuits: LM to supply
- vi. Guy: LM to see if her daughters can make one on time.
- vii. There is a tarp in the community shed which can cover the bonfire content in order to keep it dry for the night.