

HAHA Committee Minutes

Meeting 7.30 – 24/01/17 at the Hungerford Club

Present:

Geoff Greenland, Ted Angel, Forbes Stephenson,
Zoe Coleman, Tony Lavers, Belinda Robinson, Derek Loft, Tessa Brown

Apologies: Graham Croft

Minutes – Meeting 08/11/16 approved – Tony Lavers - proposed – Ted Angell seconded

Matters Arising – No Seed Evening – Remind plot holders of the Change of Agreement

Report on HTC R&A and any lease issues for the sites – 5 year lease agreed in principle with the aim of a 2 year notice.

Tenancy agreements for Marsh Lane and Fairfields from the 1st February 2018

Community Orchard – Do we embark on a Community Orchard. Who maintains it. Will the committee do all the work? Join with HEAT. Speak to Aldbourne who have a community Orchard.

General HAHA matters

Information welcome packs to be revised for new plot holders. Approach new plot holders as what they would like to know.

ML and FF plot lettings and vacant plots

3 empty on Fairfields

24 empty on Marsh Lane – 71.4 poles.

Nobody on the waiting list.

4 mini plots by the gate at least 3 of them are leased.

Use Penny Post for some local publicity. Get estate agents to mention the Hungerford allotments in their details.

Finance including future grant funding

ALLOCATION OF RENTAL INCOME

Since we now have the confidence of a five year lease in some form at ML and we will be paying the peppercorn FF ground rent for the first time for some years, this might be a time where we may wish to consider our approach to the allocation of rent income. This was established in the early years of HAHA to ensure that rent income by site could be identified to ensure that one site was not utilising rental income from the other site. It is done as a purely management accountancy process. All our funds are held in one bank account but I am able to report what parts of those funds are attributable to ML, FF and HAHA.

So for every £12 of rental income, £1.50 is 'top sliced' and goes to the HAHA generic fund. The remaining £10.50 is allocated to the site to spend as required. The principle that is followed allows HAHA to have a fund to deal with expenses that are of a generic nature – such as registration, insurance and any other activity plus a small 'rainy day' fund to be drawn on where necessary. I report these figures for each HAHA meeting.

PROJECTION OF HAHA'S FINANCIAL POSITION AT THE YEAR END OF 31 MARCH 2017

For this, I have assumed that there will be further ML expenditure of £290 by that date. Around £125 of this will cover the mower servicing that is currently being undertaken. **This will mean that the total HAHA gross funds are the same as they were at last year's year end- £1,875.** This ignores any early 2017 rent that might be paid before

31stMarch 2017.

The breakdown of this figure is based on the allocation method shown above –**HAHA £757; ML £320; FF £798**. The most significant part of expenditure is at ML and this reflected in these figures.

2017/2018 FINANCIAL YEAR

We will be making the change in tenants' agreements in this year – moving both ML and FF tenancy year to commence on 1 February. All tenants will receive the new revised agreement and, for the 17/18 financial year only, we will have two lots of rental income. One is at the beginning of the financial year when FF tenants will pay 10 months' rent and ML tenants pay 9 months' rent. This payment will take them up to 1 February 2018 when a full year's rent will become due.

RENTAL INCOME AT THE BEGINNING OF THE FINANCIAL YEAR 2017/2018

ML - according to our ML records we have 75.5 poles empty. This means, in terms of 'poles' we have some 75% let.

I've assumed that this will rise to 80% by 31stMarch 2017 and to 85% at 31stJanuary 2018.

FF– according to our FF records, we have 3 plots empty – representing an 87.5% fill rate. I've assumed that this will rise to 92% by 31stMarch 2017 and to 96% by 31stJanuary 2018

Ground rent is the fixed expense for the two sites. For FF I have assumed that, as before, we will pay £5 to cover the next 5 years! For ML I have assumed that the amount of ground rent due annually will not change (£1080) but that ML will pay 9 months' ground rent for the period up to 1stFebruary 2018 when a full year's ground rent will become due.

We have asked for the new lease to change so that its renewal date is 1stFebruary.

Based on the above assumptions:

- FF projected 10 months rental income on 1stApril 2017 - £215 – when top sliced gives FF £188 and £27 to HAHA.

- ML projected 9 months rental income on 1stMay 2017 – £2146 – when top sliced gives ML £1878 and £268 to HAHA.

Based on the 16/17 year end projection above, and not allowing for any expenditure that might take place after 1stApril 2017, the breakdown of available funds after the rent is paid is:

HAHA £1052 (less fixed costs of £200 for registration and insurance); ML £2198 less ground rent of £810 gives £1388 left for normal expenditure; FF £986 less ground rent of £5 gives £981 left for normal expenditure until 1stFebruary 2018.

So things may be tight for ML at a time when we want to be improving the site.

POSSIBLE APPROACH

It would appear sensible to suspend top slicing for this coming year. At £757 (less fixed costs of £200) there probably is enough in the HAHA generic fund to deal with any emergencies. We should, however, be prepared for an approach from Hungerford Town Council to contribute to any legal expenses arising from the new lease!

An alternative might be to renew our subscription to NAS but that would not free up funds for the sites.

Will discuss the 5 Year plan next month.

ML Matters

FF Matters Proper fence around Fairfields – The Ash tree to be cut back.

Forthcoming events – Fairfields workparty – 10.00am 18/02/17 - Marsh Lane – to be arranged.
Open Day for June/July

Any other Business – Use Penny post ask about manure supplies. Ted to stand down from the committee.

Date of next meeting – Finance-14/03/17 - 11/04/17