

Minutes of Fairfield's Garden Allotments Committee 05/04

Attendees: Louise Marshall LM (plot 1), Sarah Chatters SC (Plot 11), Helen Armstrong HA (plot 23)
Felicity Chapple FC (Plot 13)

Apologies: Vivienne Ravenhill VR (plot 18) Tony Lavers (TL)

Next Meeting : June 14th @ Borough Arms

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

- a. Approved

2. Stewards Report: Sick

- a. Outer Gate Lock: Will write out and in on the ends of the lock instead of the face to help people ensure they put the lock back in the right position. **Done**
- b. SH Access Key: **TL to request copy of key from Bob Pullen to be held by the committee.**
- c. Water butts: Will be reconnected late March.
- d. Council Water Butts: LM will be getting a trailer in late May and will arrange for collection of old wheelie bins from the council.
- e. Uncultivated Land: Will try to round up an area of the uncultivated land at the top of the allotment site with a view to assessing possibilities of making another plot. To damp to do at present, will need to wait for dryer weather.

3. Chairmans Update:

- a. Plot 22: Has now been made fully aware of how to access the allotment, and shown how to operate the lock. It is now expected that the allotment will be actively worked and will need check on progress over the next two months. **Check if through renewal process for intent of keeping allotment.**
- b. **SH Access for SH residents: Will raise with HaHa the usage of Fairfield's residents using the access gate directly from the back of their homes. All committee members agree this should be allowed. FC**
 - i. **If supported by HaHa will need to amend the agreements for the SH Fairfield's residents. Raise at next HaHa meeting**
- c. Shed 9: Contact the council to arrange removal of personal items. **FC: Contact HTC but no reply as yet.**
- d. Plot Maintenance: After invoices have been paid will perform a site check to ensure plots are being dug as appropriate. Confirm with HaHa whos paid and check maintenance of plots on working day.
- e. Check with HaHa when AGM will be.

4. Treasurer Report and Financial Situation:

- a. AONB Grant form: **HA to discuss with VR with regards to the AONB form for return.**
- b. Finance Report: Required prior to each meeting. **VR to send two days in advance. Not received. HA to email VR as a reminder.**
 - i. **Will require 2010 & 2011 accounts for audit.**

5. AOB:

- a. Work day (April 17th 10:00 – 16:00) activities to include:

- i. Erection of chicken wire (left on site) to prevent people mindlessly pulling plants from the path side entrance to the allotments. **LM**
 - ii. Site tidy up: **General**
 - iii. Water Butt Connections: **TL**
 - iv. Clean Roof
 - v. Install Letter/Suggestion box: **Done**
 - vi. Move old rose from the uncultivated land to the front flower beds: **LM**
 - vii. Install library in the shed: Filing cabinet for Library: **Available outside of FC's house. Will arrange Jay & Ray to collect**
 - viii. Weed front flower beds: **LM**
 - ix. Make a compost area: **Jay & Tony**
 - 1. There are five pallets on site now which will be used to make a "W" shaped composting area
 - x. Will include sausages left over from Bonfire Night: **SC**
- b. Next News letter:**
- i. Include plant sale for May.