

Minutes of Fairfield's Garden Allotments Committee 10/03

Attendees: Louise Marshall LM (plot 1), Sarah Chatters SC (Plot 8), Helen Armstrong HA (plot 23)
Tony Lavers TL (Plot 10) Felicity Chapple FC (Plot 13)

Apologies: Vivienne Ravenhill VR (plot 18)

Next Meeting : April 5th 19:30 @ Borough Arms

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

- a. Approved

2. Stewards Report:

- a. Community Shed Lock: Purchased and set up with the same combination code as outer gate. Need to ensure code is set to just below the line when trying to access.
- b. Outer Gat 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.
- c. SH Access Key: **TL to request copy of key from Bob Pullen to be held by the committee.**
- d. Water butts: Will be reconnected late March.
- e. Council Water Butts: LM will be getting a trailer in late May and will arrange for collection of old wheelie bins from the council.
- f. Plot 3: HA has discussed with plot holders to ensure they keep the path clean and swept after working on their allotment.
- g. 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.

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.
- 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.**
- c. Look for interesting growing techniques for up coming plants e.g. Runner Beans growing on the outside of a trellis. Different methods for joining canes (Tennis Balls). **FC to check for inclusion into next news letter. Done**
- d. Close nit mesh for Brassica protection available from Derek Loft (HAHA). **LM Include in next news letter. Done**
- e. Shed 9: Contact the council to arrange removal of personal items. **FC: Contact HTC but no reply as yet.**
- f. News letter to include reminder that annual rents will be due soon. **LM Done**
- g. Check with HAHA (Belinda) that HAHA will send reminders to the fairfields community, reminder should include a note requesting early notification for plots no longer required. **FC Done**

- h. Fairfield/SH copy contract: Ongoing, will request copy during the Haha meeting.

FC. Done and Obtained

- i. Plaque Photo: Include to fact sheet 5 and send photo to Belinda. **FC Done**
- j. Raised Beds: Discussed with the school regarding raised bed on the uncultivated land, the school have deemed not required as will put on their own land.
- k. Plot Maintenance: After invoices have been paid will perform a site check to ensure plots are being dug as appropriate.
- l. Invoices: Covering letter has been created to explain agreement with HaHa & how to interact with HaHa. Some amendments will need to be made (removal of ML references and change of date from March to April. **FC**
 - i. All except the new tenants will need to sign a new agreement. New tenants will already have signed new agreement.
 - ii. Both agreement and Invoice's will be sent out to plot holders as appropriate at the same time.

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.**
 - i. **HA will email VR a week before as a reminder.**

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.
 - ii. Site tidy up
 - iii. Water Butt Connections
 - iv. Clean Roof
 - v. Install Letter/Suggestion box
 - vi. Move old rose from the uncultivated land to the front flower beds
 - 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
 - ix. Make a compost area
 - 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 and Veggie soup
- b. Next News letter:
 - i. Include plant sale for May.
- c. Possibilities of huge water butts from a contact advised by Catherine Hill. Due to the size and the cost of the water butts and the ability to re-use wheelie bins offer has been declined.
- d. What to Plant When Poster: Obtained from Peter Harris, **FC to put on the notice board.**