



Main Committee Meeting

Tuesday 26th July 2011 at the Croft Club

Start 7.30 pm

Notes of Meeting

Attendees:

Chris Tout - Chair	Felicity Chapple – Vice Chair
Ted Angell - Treasurer	Louise Marshall – Assistant Treasurer
Sarah Chatters – Assistant Secretary	Tony Drewer-Trump – ML Social Secretary
John Stanley	Derek Loft
Trevor Jackson	

Apologies;

Item No	Description	Action On	By
1	<p>Approve Notes of Last Meeting</p> <p>Agreed notes of last HAHA Main meeting on 26th April 2011.</p> <p>The Chairman thanked everyone for their contributions to the AGM and confirmed the newly-elected committee members:</p> <p>Chair – Chris Tout Vice Chair – Felicity Chapple</p> <p>Treasurer – Ted Angell Assistant Treasurer – Louise Marshall</p> <p>Secretary – Sarah Chatters See Secretary – Derek Loft</p> <p>An Assistant Secretary (from Marsh Lane) is still being sought.</p>		
2	<p>Matters Arising</p> <p>It was agreed that SC should be added as a signatory to the HAHA bank account (along with TA, CT and LM).</p>		TA
3	<p>Correspondence</p> <p>None.</p>		
4	<p>HAHA/HTC Agreement and HAHA Constitution.</p> <p>It was noted that the constitution stipulates that the members of the HAHA main committee and also the Marsh Lane and Fairfields Committees (as HAHA sub-committees) must be members of HAHA.</p> <p>It was suggested that advice should be sought as to whether it would be possible to amend the constitution to allow new plot holders to be given automatic membership of HAHA unless they opt out, rather than the existing arrangement whereby plot opt in to become members.</p>		
5	<p>HTC R&A Meeting 20th July 2011</p> <p>CT attended and reported as follows:</p> <p>a) CT thanked Claire Barnes and Stuart Pollard for their assistance with</p>		

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the auditing of HAHA accounts.

- b) CT advised HTC that if there are future discussions with the Landlord of the Marsh Lane site regarding an extension to the existing lease then the HAHA committee would wish to be involved
- c) It was noted that non-cultivation warning letters had been sent to several ML plot holders. If 2nd letters are required these must be sent by HTC.
- d) Dates for HTC R&A meetings to the end of this year are as follows:
Tuesday, 23rd August 2011
Tuesday, 27th September 2011
Tuesday, 25th October 2011
Tuesday, 22nd November 2011.

5 Rental Renewals and New Agreements

ML: a contract has been issued for Plot 62B but as yet this has not been signed and returned or rent received. It was agreed that in future it would be preferable to get the contract signed and rent paid when the plot is offered.

FGA: No activity to report.

6 2010 Budgets and Accounts

Ted circulated budgets and accounts.

All monies due from rental income has been disbursed to each site.

All to
Note

TA proposed that HAHA would not give any refund of annual rent paid if plots were given up before the end of the year. This was agreed by the committee.

No charge was made by the auditor for auditing the 2010/2011 HAHA accounts. However, next year there will be a charge of £50.00 plus VAT. TA will recommend a small increase of the top slicing of rental income before disbursement to ML and FGA.

£33.00 was raised by a raffle at the AGM. This was split between ML and FGA according to number of plots on each site.

It was noted that the committee section of the website must be kept up to date as this could otherwise cause accounting problems at year end.

Marsh Lane currently has a working balance of £207.00.

Fairfields accounts were not updated (as the FGA committee had not met since the last meeting)

8 Registers, Waiting Lists and HAHA Membership

TDT reiterated the current allocation policy: first priority is to Hungerford residents, and plots must be allocated fairly by giving priority to those who have been longest on the waiting list and who do not already have an allotment.

All to
note

n/a

ML: 21 on waiting list (9 new). Longest wait – 3 months.

FGA: 6 on waiting list. Longest wait – 10 months

LM noted Martin Digweed is not on the waiting list but said he has asked to go on it some months ago and she had informed J & B accordingly. LM to check with M Digweed if he still wishes to be on the list.

LM

Non-cultivation letters – only one response has so far been received – from Mrs Vellich. She will not be able to work her plot for 6 months due to an injury. It was agreed that she be requested to give up her plot and be put at the top of the waiting list, to be allocated a new plot when she is capable of cultivating it.

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<p>Jay Armstrong is on FGA waiting list but Helen Armstrong already holds a plot. FGA plots are to be allocated on basis of one per household only. TDT to offer to transfer Jay and Helen to ML list. If allocated an ML plot, Helen would need to give up her FGA plot.</p>	TDT	
<p>It was agreed that waiting lists should presented at committee meetings and that plot allocation decisions should only be made at committee meetings.</p>	All to Note	
<p>9 Seed Secretary</p> <p>DL proposes to hold a seed evening in mid-October.</p> <p>DL will order onion sets and winter broad bean seeds based on the interest expressed in the offer recently made to HAHA members. These will arrive early-mid September for planting end September – October.</p> <p>DL has managed to source a local supply of bovine manure and has ordered 2 trailer loads to be delivered to Marsh Lane. The cost will be dinner at the John of Gaunt for the farmer and his wife. Suggested charge to plot holders: £1.00 per barrowload.</p>	n/a	n/a
<p>10 Web Site</p> <p>Jamie and Belinda are still maintaining the website.</p>	All to Note	
<p>11 Welcome Pack, Guidelines and Risk Management.</p> <p>Kerry has resigned from the committee due to pressure of work. TA will take over responsibility for public liability insurance and the compilation of an asset register. TA requested a photo of each item valued at more than £50.00 and the cost of that item at a specified date. This is applicable to ML only as FGA currently have no assets.</p>	ML Comm	TA
<p>13 Matters arising from AGM</p> <p>a) <u>Compost Toilet</u>: more investigation will be done into finding a suitable type for ML site and possible funding options. Advice to be sought from The Environment Agency and Thames Water. However, it was considered unlikely that such a project would be suitable unless the ML lease was extended.</p> <p>b) <u>Marsh Lane End of Year</u>: it was agreed not to change the year end date for Marsh Lane as this would result in 1/12 less rental income for ML in that year.</p> <p>c) <u>Shooting Rights</u>: The landlord (Frank Clothier) has given permission for pigeons to be shot on ML site.</p>	SC	
<p>12 Any other urgent HAHA Business</p> <p>a) The committee co-opted the following non-elected members to the committee: Trevor Jackson, John Stanley and Tony Drewer-Trump</p> <p>b) It was noted that the initial non-cultivation warning letters should be signed by the HAHA Chair.</p>	All to Note	
<p>13 Next Meeting</p> <p>Date, time and location of next main HAHA meeting to be held on Tuesday, 13th September 2011 at the Croft Club - starting at 7.30 pm.</p>	All to note	