

HAHA Committee Meeting Tuesday 8th June 2010 at 9 Uplands Start 7.30 pm

NOTES of MEETING

Attendees:

Chris Tout - Chair	Kerry Taylor	Geoff Greenland - Secretary
Jamie Heatt	Diane Loft	Tony Drewer-Trump
Belinda Robinson		

Apologies: Helen Armstrong; Derek Loft; Trevor Jackson.

Item No	Description	Action On	By
1	Welcome to Trevor	n/a	n/a
2	Agree notes of last meeting	All	n/a
3	Update on HTC/HAHA agreement and issues arising:		
a)	HTC approved the HTC/HAHA Heads of Agreement on Monday 7 th June. Agreed to accept HTC's proposal for an official signing, inviting the press. Also give publicity and thanks for the grant for the fencing. Helen has agreed by email to arrange this. But see insurance implications below.	Helen	Tba with HTC
b)	HAHA Constitution needs to be revised to align with HAHA's obligations in the Agreement. Agreed that this is an essential pre-cursor to asking people to actually join HAHA, otherwise they won't know what they are joining.	Geoff	22 nd June
c)	Agreed that we need to align Fairfields Constitution and management with the revised HAHA Constitution. Ditto for Marsh Lane. Concern expressed that the number of meeting and general administrative load should be minimised. Agreed that Geoff should invite Felicity Chapple (Chair of Fairfields) to join HAHA Committee as representative of Fairfields Group.	Geoff	11 th June
	NB Post Meeting Note: Felicity has kindly agreed to join the HAHA Committee.		
d)	HAHA-ised Fairfields Plot Holders Agreement. Felicity has offered to make a first draft. Geoff to pursue.	Geoff	22 nd June
e)	Agreed to meet on 22 nd June to agree on the key points for a draft Strategy for Marsh Lane. Individual Committee members will champion particular elements of the Strategy and be accountable for their delivery. However actual delivery will be a team effort of the Committee and, hopefully, the broader HAHA membership.	All	22 nd June

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Provisionally the champions would be:

Fencing, gates, plot maintenance and ground works – Chris Tout

Irrigation water – Geoff Greenland

Container and communal area – Tony Drewer-Trump

Risk management – Kerry Taylor

Social events – Tony Drewer-Trump

Derek would continue as Seed Fairy; Helen as Treasurer; Tony as HAHA Times editor; Belinda and Jamie as website developers and editors.

NB Post meeting note: Kerry kindly volunteered on 11th June to be the author/ editor of Welcome Pack/ Guidelines for compliance with the Plot Holders

4 Signing of Marsh Lane Agreements and rental payments.

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| a) Occupancy level is now about 95% but is still unstable with some newcomers being allocated a plot and then withdrawing before signing-up. Similarly some of those allocated plots in 2009 have now decided to give them back. | n/a | n/a |
| b) Over £1,200 of 2010/11 rental is still owed. This undermines the 95% occupancy figure as it suggests that some currently allocated plots may well end up being given back. Tony and Chris volunteered to help Geoff chase late payers. | Chris & Tony | 11 th June |
| c) Geoff to provide Tony and Chris with the list of those to be chased. | Geoff | 9 th June |
| d) Plots are still available, so all to keep advertising the fact. | All | On-going |
| d) Waiting List. It was agreed that we should manage a three tier process. | | |
| i. Hungerford residents (as per WBC map of WBC parish boundaries 2002) would be Priority 1 and always take precedence over Priority 2 and 3 plot applicants. | | |
| ii. Residents of Froxfield and Chilton Foliat would be Priority 2 on the basis that the centres of both villages lie very close to the Hungerford parish boundary. Priority 2 applicants would always take precedence over Priority 3 applicants. | | |
| iii. Residents of all other towns and villages would be eligible to go on the waiting list as Priority 3, subject to them demonstrating a sensible link to the Hungerford community. | | |

It was agreed that if plots were still vacant by end of June 2010, then they would be offered to Priority 2 and then Priority 3 applicants.	Geoff	1 st July
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Geoff was tasked with asking HTC if they had any objections to this approach.	Geoff	22 nd June
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5 Website, Social Events and Guidelines

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| a) Website. Agreed to post HAHA minutes on both the website and the forum. | J&B | 22 nd June |
| Geoff asked to provide Jamie & Belinda with an updated list of those who wish to be HAHA members. | Geoff | 11 th June |
| b) Guidelines. Agreed that a "Welcome Pack" approach might set the right tone. Kerry offered to provide an example from Sutton Parks Service. | Kerry | 11 th June |

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- c) Tony volunteered to be the Marsh Lane Social Secretary. Tony On going
- 6 Seed Fairy Matters report by Diane.** Derek On going
- a) We now have 250m of 4m wide netting available at 65p per metre. This represents a gross margin to HAHA funds of 30% mark-up, in accordance with the splitting the savings approach agreed previously.
- b) A response on seed discounts is awaited from Dobies and Kings.
- c) Trialling vegetable seeds from *seeds.net* who offer a 10% discount.
- d) Compost prices under review.
- e) Agreed to cover seed/material requirements within Strategy review on 22nd June.
- 7 Risk Management**
- HAHA is now a member of the RHS, but not yet covered by their insurance policies as intended. This means that HAHA should not formally sign the HTC/HAHA Agreement if this means losing the insurance cover currently provided by HTC.
- Kerry to try to arrange for the insurance certificate to be sent to Geoff should it arrive from RHS before she returns from holiday on 26th June. Kerry 11th June
- Geoff to advise HTC and Helen that any official signing should be held back to w/c 28th June at the earliest. Geoff 10th June
- NB Post Meeting Note:** Paul Clayden (editor of the Law of Allotments) advised Geoff at the meeting he attended on 10th June that HAHA was quite correct to protect itself with Public Liability/3rd party insurance as well as employers' Insurance. Many thanks to HTC for funding Geoff's ticket to attend.
- 8 Fencing, Plot maintenance and Groundworks**
- a) Fencing contractor should restart on site on Wednesday 9th, aiming to finish all work by the 12th June. HTC will supply the combination locks. Chris to continue to monitor and chase. Chris asap
- b) Pathways – Agreed to defer making a decision on Bill Acworth's kind offer to spray the edges and plant wild flower seeds (purchased by HAHA) until after the Strategy meeting on 22nd June. All 22nd June
- 9 Water**
- a) Geoff's report was accepted in principle, subject to a site visit by Tony and Geoff to investigate the possibility of pulling water straight out of the Shalborne. Tony & Geoff 11th June
- b) The following recommendations were agreed and Geoff and Tony tasked with delivering them.
1. Geoff - A trial hole is excavated immediately north of the Container to determine;
 - a. The depth to the top of the ground water.
 - b. The depth of the river gravels.
 - c. The likelihood of the gravels providing 1.5 l/sec of water.
 Geoff 3rd July
 2. Geoff - Getting three quotes for the construction of the well from local builders.
 3. Geoff - Requesting a grant to cover the cost of the well and pumps (£2,800) from the North Wessex Downs AONB. Tony 5th July
 4. Tony - The agreed beautification and softening plan for the Container.
- c) Agreed that Geoff could spend up to £200 on Recommendation 1, above. Geoff 18th June

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d)	The Committee agreed to identify HAHA members with the skills that can help install the pumps and header tank	All	3 rd July
	Post Meeting Note 1: Tony and Geoff agreed that problems of noise offending neighbours, pump clogging with weeds and potential legal costs ruled out possibility of drawing of water direct from the Shalbourne.		
	Post Meeting Note 2: Hydraulic analysis of the existing ¾" pipes suggests that the max flow to each trough will be circa.15 litres/minute (1½ watering cans per minute). Hence these pipes are the limiting feature of the design.		
	Post Meeting Note 3: Feedback from Clarke Pumps was that running either pump against a closed valve would not cause any damage to the pump. This helps with pump control issues.		
10	Container and Communal Area		
a)	Tony's kind offer of being the Container and Communal Area Steward was accepted.	Tony	On going
b)	Tony to look into the practicality (as possibly now too late to transplant?) of accepting David Liddiard's kind offer of some tayberry plants to start a screen on the south side of the container.	Tony	22 nd June
c)	It was agreed that any item left in the communal area should be considered as communal property.	All to Note	On going
d)	It was agreed that If HAHA is to supply communal wheel barrows then they need to be clearly marked as such to prevent confusion. Similarly they should offered under the "User Maintains" label.	Tony	22 nd June
11	HAHA News		
a)	First issue was published on 25 th May and was thought to have been well received.	n/a	n/a
b)	Second issue to be circulated to Committee before publication to ensure no surprises.	Tony	5 th July
c)	HAHA Times to be posted on the notice board once this is erected.	Tony	18 th June
12	2010/2011 Budget by Geoff		
a)	Income for 2010/11 is unknown as so much of the rental monies are still outstanding.	All to Note	n/a
b)	Current Commitments. These should be minimised until the Strategy has been agreed and prioritised.	All to Note	n/a
13	Any other urgent business		
	None reported.	n/a	n/a
14	Planned absences over next 6 weeks		
a)	Kerry is on A/L from 12 th to 26 th June.	All to Note	n/a
b)	Geoff is on A/L 10 th to 17 th July		
15	Date, time and location of next meeting		
a)	Strategy Meeting. Tuesday 22 nd June; 7.30 pm at 17 Aldbourne Close. Allow 2 hours.	All to Note	n/a
b)	Next HAHA Committee meeting. Thursday 8 th July at 9 Uplands. Felicity to be invited. Try to keep to a max of 1½ hrs.		