

HAHA Committee Meeting on Monday 12th April 2010 7.30 pm at 9 Uplands

Notes of Meeting

Attendees:

Chris Tout - Chair	Helen Armstrong - Treasurer	Geoff Greenland - Secretary
Derek Loft	Diane Loft	Tony Drewer-Trump
Belinda Robinson	Jamie Hieatt	Kerry Taylor
Rupert Thompson		

Apologies: None needed.

Item	Description	Action On	By When
1	Introductions Done.	None	-
2	Agree notes of meeting held on Thursday 8th April Accepted except that Derek Loft was proposed by Chris Tout and seconded by Tony Drewer-Trump. GG to amend notes.	GG	20 th April
3	Agree key goals for the 6 weeks (up to 24th May) Meeting agreed that the key goal was a Seamless Transition from License to Lease by 1 st May. Other urgent issues over the next 6 weeks include: <ul style="list-style-type: none">Fencing and gatesBoreholeCommunications	All	1 st May
4	Proposals for HTC/HAHA working relationship (Rupert Thompson) Rupert's paper was accepted by the meeting. However it was believed by some attendees that HTC wished to retain all the £12 per pole annual rental. The meeting agreed that if this was the case then trying to manage HAHA without any rental income could prove difficult. Rupert agreed to investigate this funding issue further with HTC and report back at the next meeting.	RT	20 th May
5	Agree action plan, timescales and responsibilities Geoff tabled a draft action plan which the meeting agreed with in principle. Detailed actions are set out below.	None	n/a
6	Principle requirements for sub lease HTC/HAHA Agreed to base it on HTC's lease with Clothier/Donnington Homes and reflecting the decisions of this committee following Rupert Thompson's paper. Include reference to the HAHA Constitution.		

Hungerford Allotment Holders' Association (HAHA)

Item	Description	Action On	By When
	It was agreed that advice should be requested from David Small against a draft produced by Geoff. Chris to arrange a meeting with David, Geoff and himself. David Small's costs, believed to be reasonable, will be paid by HAHA.	CT	Thursday 15 th April
	1 st draft to Peter Harries, RT, CT and HA	GG	Friday 16 th
	Final signed version	GG	Friday 23 rd
7	Principle requirements for individual plot holder's agreement HAHA/Plot Holder		
	Agreed it should be based upon Fairfield Agreement. Check to ensure full coverage of the legal requirements of the Marsh Lane lease.		
	The Agreement to apply to each plot and to allow for shared holdings (eg husband and wife; partners; friends). But they shall sign it as "jointly and severally" as this will formalise the current position.		
	1 st draft to Peter Harries, CT and HA	GG	Friday 16 th
	Final version signed-off by HAHA	GG	Friday 23 rd
	Agreed that Rules be based upon the HAHA draft and the Newbury/test Valley Rules. Don't <u>explicitly rule out</u> the use of peat. Aim to minimise the number of rules. Emphasis should be on offering guidelines.		
	1 st draft to HAHA Committee	GG	Monday 19 th
	Final version signed-off by HAHA Committee	GG	Friday 23 rd
8	Communications		
	It was agreed that effective communications was important. Tony offered to put together the first Newsletter. Key points include:		
	<ul style="list-style-type: none"> • HAHA is up and running with a plan of action including a formal register of allotment holders and their contact details. • Immediate goal is Seamless Transition from License to Lease by 1st May – but this will require their involvement in the dreaded paperwork. • Reminder that no entry on to the site as of 1st May unless new Agreements has been signed • Expectation is that all plots will show signs of loving stewardship by 31st May. If no stewardship is visible this will trigger HAHA plot transfer process to meet needs of those on waiting list. Please advise asap if your inability to work on your plot is of a temporary nature. • Include Fairfield's allotmenters as cc. 		
	Draft for review at next meeting	T D-T	Tues 20 th April
	Web site to include mug shots of HAHA Committee to follow. Timescales to be advised at next meeting.	BR/JH	Tues 20 th April
	Potential for notice boards at each allotment site.	None	n/a
9	Rules for plot allocation at Marsh Lane		
	A complete set of rules was not formally agreed. However it was agreed that:		
	<ul style="list-style-type: none"> • The starting point should be that "sitting tenants" should have first refusal of the plots allocated to them in 2009. • Only one plot to be held over all the Hungerford sites by any one "plot holder". 		

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	<ul style="list-style-type: none"> If giving up a Fairfield plot in order to have a Marsh Lane plot, the plot holder must inform HTC. Hence HAHA and HTC need to work closely together on this. If giving up a Marsh Lane plot to have a Fairfields plot then the plot holder must be made aware that they will go to the bottom of the Fairfields waiting list. Potential for transitional sharing between old and new Marsh Lane plot holder. In the longer term we should consider splitting plot sizes over 3 poles, depending upon practicalities on site and the extent of the waiting list. 		
	It was agreed that an agreed set of publishable rules was important and this should be addressed at the next meeting.	All	Tues 20 th April
10	Membership list and waiting list: ownership and control		
	Membership List. Agreed that:		
	<ul style="list-style-type: none"> Helen to update spreadsheet for Marsh Lane and Fairfields and send to Geoff. 	HA	Tues 13 th April
	<ul style="list-style-type: none"> Geoff to issue a Register of Allotment Holders at Marsh Lane to be updated by the committee members using phone-arounds based upon a line of plots defined by the site plan. Allocated lines were: numbers: <ul style="list-style-type: none"> Chris – Line plots 1 to 86 Derek/Diane – Lines plots 2 to 87 Tony – Line plots 7 to 85 Kerry – Line plots 5 to 83 Geoff – Line plots 6 to 84 Helen – Line plots 13 to 82 	GG	Tues 13 th April
	<ul style="list-style-type: none"> Return to Geoff by Friday 16th April 	All Listed	Friday 16 th April
	Formalising membership. It was agreed that we should aim to have all the paperwork completed before entry on to the site as of 1 st May 2010. To achieve this Geoff must issue by Saturday 24 th April:		
	<ul style="list-style-type: none"> HAHA Constitution Agreement Rules and Guidelines 	GG	Saturday 24 th April
	Waiting List. Agreed that this should be held by name and <u>by date of application so as to ensure demonstrable fairness.</u>	GG	Friday 16 th April
	Geoff to ask HTC (Peter Harries) for their records in the first instance.		
11	Committee structure		
	Agreed to defer to the next meeting	All to note	Tues 20 th April
12	Any other urgent business		
	Rupert tabled a letter from Greenham Common Trust which declined HAHA's request for a grant. Agreed that we might try again next year.	All to note	n/a

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	Email from J Hale tabled requesting additional plot. Agreed that the Agreed Allocation Rules would need to be followed.	All to note	n/a
13	Planned absences over next 6 weeks		
	Kerry – 17 th to 34 th April inclusive.	All to note	n/a
	Belinda and Jamie – 16 th to 19 th April inclusive.		
	Geoff – 30 th April to 8 May inclusive.		
14	Date, time and location of next meeting		
	Tuesday 20 th April. 7.30 pm. 17 Aldbourne Close	All to Note	

Geoff Greenland