

**HAHA Committee Meeting
&
Marsh Lane Site Meeting
Tuesday 12th October 2010 at 17 Aldbourne Close
Start 7.30 pm**

AGENDA

HAHA Meeting

This meeting was postponed awaiting the outcome of discussions on how Marsh Lane and Fairfields sites can best work together.

**Marsh Lane Site Meeting
Started at 7.30 pm**

Attendees:

Chris Tout - Chair Geoff Greenland – Secretary & HAHA Treasurer
Trevor Jackson Diane Loft Tony Drewer-Trump
John Stanley Derek Loft

Apologies: Belinda Robinson; Jamie Hieatt; Kerry Taylor

Item No	Description	Action On	By
1	Notes of last meeting were agreed without amendment and can now be circulated on web site and notice board.	Geoff & Belinda	asap
2	Strategy and Budget updates		
2.1	General - Geoff		
	Within budget and approved expenditure. No changes.	n/a	n/a
2.2	Fencing, Gates and Hedges - Chris		
	Problems continue with plot holders failing to lock both the main road gate and on occasions even the pedestrian gate. Keeping the road gate locked was the greatest concern as it helps prevent further fly tipping and occupation of the site by travellers. Locking the pedestrian gate discourages pilfering of tools and produce. It was agreed to make operation of the sprung catch on the road gate much easier and to lubricate the hinges of the key safe.	Geoff & John	19 th Oct

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	Also agreed to include a clear lock the gate "instruction" sign within the winter signage programme, as well as an Emergency Exit sign facing inwards so that everyone realises that they cannot get locked in.	Geoff & Derek	Feb 2011
	Agreed to lower closure spring on pedestrian gate.	John	19 th Oct
	Also look into buying a purpose made "worm spring".	Geoff	19 th Oct
	Bottom of fences to be kept clear of weeds using Round Up.	Chris	ongoing
	Agreed that hedges will not be allowed to grow into the fencing but will be trimmed back in early Spring. Tony kindly offered to undertake a lot of this cutting work, supported by a work gang. The meeting agreed to supplement Tony's work with hire of an additional hedge trimmer and to meet the cost of any excessive wear and tear on Tony's equipment.	Chris & Tony	Feb/Mar 2011
	Within budget and approved expenditure. No changes.	n/a	n/a
2.3	Individual Plots – Chris		
	Chris is continuing to chase the holders of poorly maintained plots with the intention of issuing formal warnings by letter if plots are not weed free within 1 month. Chris to liaise with Geoff and HTC on the wording of any letters.	Chris & Geoff	19 th Oct
	The mares tail on Plot 2 continues to be sprayed on every occasion that Round Up is applied on the site. Potential to use a flame thrower on it as an alternative means of achieving long term eradication.	Chris	On going
	Within budget and approved expenditure. No changes.	n/a	n/a
2.4	Paths and General Ground Works - Chris		
	All agreed that the newly planted grass looked good.	n/a	n/a
	Agreed that plot holders needed to be advised well in advance of next year's grass seeding so as to minimise inconvenience to them, as well as getting their co-operation. Chris and Geoff to produce a site seeding plan by 31 st Jan.	Chris and Geoff	31 st Jan 2011
	Within budget and approved expenditure. No changes.	n/a	n/a
2.5	Container - John		
	The meeting warmly appreciated John's work in fitting out the Container.	n/a	n/a
	Agreed to advise plot holders that a limited amount of tool storage was now available and that it would be allocated on a first come first served basis. But tools to be kept clean and were stored at owner's risk.	Geoff, John & Belinda	15 th Oct
	Agreed to make the container more user friendly by cutting off the RH bolts of the RH door.	John	asap
	Within budget and approved expenditure. No changes.	n/a	n/a
2.6	Communal Area		
	The meeting thanked Tony for arranging the very successful BBQ which raised £52.34 for the Communal Area funds.	n/a	n/a
	IBC to be removed from end of the Container. Tony to arrange.	Tony	asap
2.7	Irrigation Water		
	Geoff advised that the £4,750 grant money had now been paid into HAHA a/c by Wiltshire CC. Whatleys had been procured to drill the borehole. Work should start on site by end of Oct or beginning of Nov.	Geoff	19 th Nov

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	Work could take up to 1 week. Geoff to manage the contractor.		
	It was agreed that the borehole would be sited as close to the Container as is practicable bearing in mind the size of the drilling rig. Any necessary head works should be neat and tidy.	Geoff	26 th Nov
	Agreed to try and get final pallet in place and all 4 IBCs in place before Whatleys arrive on site.	Derek & Geoff	22 nd Oct
	3 IBCs to be cleaned before being installed.	Geoff & Tony	22 nd Oct
	Geoff to liaise with Kevin ref final plumbing in of IBCs.	Geoff	29 th Oct
	Geoff to liaise with Tony and John on detailed design issues ref the pump, the pipe work, controls and generator.	Geoff	29 th Oct
	Within budget and approved expenditure. No changes.	n/a	n/a
3	Prioritise Budget Expenditure		
	Not required as all areas are within budget.	n/a	n/a
4	Budget and Accounts		
	HTC had kindly agreed to provide a loan of £1,050 to help with the set up costs at Marsh Lane. HTC emphasised that it was a loan to HAHA, not to Marsh Lane. Hence Fairfield's accounts should really have been included in the submission. The loan is repayable over 3 years.	n/a	n/a
	Geoff now has internet access to the HAHA account.	n/a	n/a
	The HAHA account balances.	n/a	n/a
5	Winter working parties		
5.1	Signage	Geoff, Derek & Belinda	31 st Dec 2011
5.2	Grass Plans	Geoff & Chris	31 st Jan 2011
6	Any other urgent business		
6.1	A plan for espalier fruit trees was submitted for Plot 29. Agreed that Tony should lead an approval advisory group of himself and Trevor with (hopefully) Katherine Hill from the HEAT Group. Feed back required in time to allow planting this autumn.	Tony	26 th Oct
6.2	The meeting agreed to accept Ted Angel's kind offer to become HAHA Treasurer. Geoff to invite Ted to the next meeting.	Geoff	19 th Oct
6.3	Agreed that the Seed Evening should be held on Wed 3 rd Nov at the British Legion starting at 8.00 pm. Geoff to ask Belinda to advertise to HAHA members.	Geoff	13 th oct
7	Planned Absences		
	Jamie and Belinda will be away 12 th to 19 th Nov.	ALL	
8	Date, time and location of next meeting		
	HAHA only meeting on 3 rd Nov at British Legion (before the seed evening) starting at 7.15 pm.	ALL	