



## **Minutes of Henley Allotments Association Committee Meeting 13th August 2018**

Present: Peter Anderson, Lewis Every, Dave McEwen, Sharon Oldham, Doug Richards, Tony Robinson, Mandy Taylor

1. Apologies for Absence: Anne Sandars
2. Minutes of the last meeting: passed as correct
3. Matters arising from minutes:
  - Deer at Greencroft: a 6ft fence has now been ordered; to go between the car park and plots following line of existing wooden fence (125m approx). 25m along boundary with cricket club to tie in with the thick hedging, incorporating 2 gates.  
Cheapest quote: Phil Shaw (Shawfencing). Cost £3470. To be paid by council.  
Date for work: by mid-September.  
Option for creosoted posts will cost £210: agreed that AA will pay for this.  
The issue of clearing the boundary line with CC and removing the fencing between plots 1 and 2 to be discussed with Karl Bishop.
  - Poplar Trees: meeting on 25th July between Dave McEwen, Tony Fettiplace(CC secretary), Dylan Jones(CC Ground Staff) and Karl Bishop( HTC Head of Parks) agreed that CC will organise an independent contractor to survey the poplars and produce a report. Karl indicated that HTC would consider contributing to the costs because the health and safety issue largely concerns plot holders working their plots under the trees.
4. Committee Structure/Roles
  - Dave McEwen and Anne Sandars are stepping down at the AGM
  - Deadline for nominations is 2nd October
  - At AGM, the Committee structure will be:  
Officers (3): Chair (vacant), Secretary - Sharon, Treasurer - Dave C  
Greencroft Reps (4): Lewis, Mandy, Pete, (vacant)  
Watermans Reps (4): Doug, Sophie, Tony, (vacant)
5. Honoraria
  - £500 is paid retrospectively, in recent years split five ways between the two Site Managers, Treasurer, Secretary and Assistant Secretary.
  - Recommendation for the AGM was agreed as:  
Site Managers £100 each; Treasurer £100; Secretary (6 months) Sharon £50; Events Coordinator Anne £75; Town Hall Liaison Dave M £75

## 6. AGM

- Will require:
  - Agenda, Minutes
  - Reports (Chair, Treasurer, Events), Data Protection, Watermans Gate Lock
  - Awards - best plot holder etc. Community award  
Community Award is awarded by Henley in Bloom  
Special achievement award was given to Marisa  
Dave to check other awards
  - List of Plot holders giving up - to be handed to Eileen by 24th August
- Envelope stuffing, 6.30 at the Town Hall on 13th September

## 7. Plot Holder Retention and Improving Sites

- Site managers to ask prospective plot holders about their veg growing experience:
  - new plot holders should be allocated a starter plot unless they have experience
  - plots to be prepared so that new plot holder can get started straight away ie rotavated and covered with membrane. As a general rule, unkempt plots will not be let to new plot holders
- Start a mentor scheme. Inexperienced plot holders to be allocated a mentor.
- Each site needs equipment - rotavators, strimmers, membrane - with volunteers who will help with the work load.  
Insurance liability re: power tools needs to be investigated by Dave C.
- Simple information pack to help new plot holders - eg what's expected; where to find help; keeping paths clear; fires, etc. Sharon to draw up; Mandy to put on website and notice boards.
- Skips twice a year / clean up weekends

## 8. Use of Funds

- Decent mower for each site
- A store for Greencroft
- Possible communal shed
- Autumn: replant Greencroft hedge
- Manure for both sites

## 9. AOB:

- We received a donation from a new plot holder ask thanks for getting a plot that had already been cultivated
- 'Out of Area' Application for a plot from someone living in Nuffield, and working at Greys Court was rejected.

## 13. Issues for next meeting (20th September): water conservation / mare's tail