



Minutes of Henley Allotments' Association Committee Meeting 11th December 2018

Present: David Chilvers (Chair), Doug Richards, Tony Robinson, Peter Anderson, Sharon Oldham, Mandy Taylor

1. Apologies for Absence: Lewis Every, Sophie Pentecost, Barry Tindall
2. Minutes of the last meeting: passed as correct
3. Matters arising from minutes:
 - Need volunteer auditor. Barry to speak to Greencroft tenant - pending
 - Costs associated with burglary at Greencroft. Need to build secure equipment safe at Greencroft before new equipment is purchased. Cost < £1000. Barry to discuss with Lewis - pending
 - Watermans gate lock - Tony to purchase new one
 - Sophie has agreed to manage social events
4. Treasurer's report:
 - Manure - has been delivered; in future we need to advertise it in advance, and include a four barrow limit
 - Need to find who has notice board keys - Sharon to check
 - The Kings seed scheme made a fabulous profit (45 orders totalling £1901; £287.96 profit). To our advantage to promote it as much as we can. Tony offered to take it on should Jo step down. We need to look at alternative ways of taking payment - GoStripe? Sharon to investigate.
 - Banking: need to add Sharon as new signatory to the bank account , and remove Dave McEwan.
 - Alternative web hosting to be investigated - Sharon & Mandy
 - Skip for Greencroft cost £400. Sharon to ask Becky why the AA has to pay for skip hire/rubbish collection.
Plot holders should be removing their own waste - Tony to come up with ideas for achieving this; also look at clearing up the dumping area on Watermans.
 - RHS funding is available for community scheme projects - David to find details. Do we have any ideas for a community activity?
 - Water: are we to be charged for the leak? Can we see the bill? Sharon to ask Becky.

5. Secretary's report:

- GDPR consent form: Sharon has outstanding list to chase
- Outstanding non-payers: Sharon has list; to work out plan of action with Doug & Lewis (Site Manager / then Sharon chase / then HTC letter)
- Some confusion about the numbering of starter plots at Watermans - Sharon/Doug to deal
- Occupancy rate -stats details required by Council (ties in with outstanding non-payers)
- Community is high up in the Council's priorities, and are looking to work with us if possible. Sharon meeting with Becky, Kyle Dowling (Horticulture Park Warden), Ilona Livarski (Conservation Park Warden) and Karl Bishop (Acting Parks Manager) in New Year
- Councillors appointed to the AA are Dave Eggleton and Donna Crook. To invite to January's meeting
- Becky is going to organise HAA's introduction to the Open and Green Spaces Committee
- Henley is going to enter Thames and Chiltern in Bloom next year (Dave Eggleton Chair) The allotments will be included and visited during judging in June - probably Greencroft (as it's the prettiest) If we can think of anything "bloomy", HTC would be willing to help. Ilona *conservation park warden) and Kyle (horticulture) will be working on the project. Any new/quirky project ideas (large or small) would be welcome. EG pollinator project, or water butt, etc ...
- Vandalism - we need to create a diary (with photos if possible) of vandalism or fly tipping. Sharon to coordinate.
- Rent negotiations: allotment charges will be on the agenda of the Recreation and Amenities Committee meeting on 21 May 2019; Becky will aim to get the information to us for our March meeting. Maybe aim to have an allotment update to new Cllrs at that meeting too.
- Seed swap - plans for this are underway; organised by Kyle Dowling, HTC Horticultural Warden

6. Watermans:

- Vacancies: 1 five pole and 1 starter plot
- Two Christmas trees to be removed
- Plots holders with 1000 litre water tanks which don't collect water have been warned
- HTC working out hedge cutting policy

7. Greencroft:

- HTC said scalplings to be delivered December or January to Greencroft. Sharon to chase up about Watermans

8. Website & Publicity:

- New email database to be drawn up with new plot holders
- Mandy to create a private Facebook group

9. Social Events:

- Decision taken not to hold the boat trip in the coming year
- Agreement to look into a trip to RHS Wisley for specialist day - David to investigate
- Agreement to plan a beer/wine/gin tasting. Lovibonds/Marlow beer/Hobbs gin - David to investigate. May be an idea to include food?
- Plant Sale - suggested 1st June. Sharon to liaise with Greenshoots / Council
- Watermans November bonfire needs to be brought forwards
- Possibility for an afternoon BBQ at Greencroft last weekend in April

10. Watermans Action Plan:

- Tony has made a start on plot assessments and made recommendations for consideration:
 - improved communication for manure supply with limits
 - noticeboard contents maintenance - responsibility/ongoing updates to be discussed once keys are found
 - site manager cover - Tony agreed to be Watermans deputy as required; deputy for Greencroft required
 - plot marking - is in disarray. Posts and number plates required; plots/boundaries to be marked out accordingly. Schematic of Watermans plots to be produced
 - raising plot standards - plan to tackle plots which are poorly maintained; 15 have been identified for first actions
- Discussion re: cost of membrane vs. manure vs weedkiller for keeping vacant plots manageable
- Sharon to liaise with HTC and Doug re: outstanding invoices to determine which plots are vacant - this will enable Tony to work out ongoing plan to manage these, and also identify which plot holders need help
- Plot holder information needs to include information about:
 - what to do with weeds / rubbish
 - "dos and don'ts" (especially corner dumping ground)

11. AOB:

- Decision to leave the issue of a chair for the committee on hold for the time being; DC may approach Peter Herbert.

12. Dates of next meetings: Monday 28th January; Monday 1st April; Monday 13th May