

Framfield Allotments Association

Meeting Notes: Sun 2nd June 2019

Present:

Dennis Wilkinson (Site Coordinator); Diana Cupitt; George Smart (Chair); Hilary Jayne (Secretary); Lasantha Gunatilka; Sandra Hawke, Sue Watts

The minutes from 5th May 2019 were approved.

	ITEM	NOTES	ACT ION
1	COMMS		
1.2	Noticeboards	Need to replace Browning Ave noticeboard – HJ to request from LBE.	
1.3	Web Site		
1.4	Email		
1.5	Comms		
2	FINANCE		
2.1	Statement	Current balance = £4,000 plus cash from manure & equipment hire. Agreed to keep a reserve of £2500.	AB
2.2	Banking		
2.3	Procedures		
2.4	Rents		
2.5	Bee fund	The colony that was purchased earlier this year has settled in nicely, and has been split into an additional 2 colonies so that we now have 3 hives. 2 are fully functional – 3 rd one has a brood but no queen so is being monitored.	LG
2.6	Planned purchases	The following purchases are planned: <ul style="list-style-type: none"> • Kitchen bins • BBQ • Defibrillator? • First Aid kit signs x 2 • Gazebo • Signs re dogs 	AB
2.7	Grant apps		
3	ADMIN		
3.1	Insurance	Renewal date end of Feb	
3.2	Membership lists		
3.3	Waiting List	37 people on waiting list. Several plots coming available later as plot holders are leaving the area.	

3.4	Plot Inspections	<p>Status report:</p> <p><i>Carried forward:</i> Plots 153, half of 154 let to Ealing YEP.</p> <p>Awaiting LBE to clear rubbish from the plot, and a lock up. Plots to be cleared at next work party.</p> <p><i>2019:</i> Initial inspection has been carried out. Lots of poor plots noted. Some improvements noted – a review will be carried out after this meeting before HJ sends out letters.</p> <p>Second standard letter needed – ‘strimmed but not cultivated’.</p>	HJ/ RK
3.5	Woodchip		
3.6	Eal in Bloom	1 st judging due this week.	
3.7	Kitchen		
3.8	Lettings	Plots 118 & half of 154 now available	GS
4	GOVERNANCE		
4.1	Constitution		
4.2			
4.3	Committee procedures		
4.4	Role Descs		
4.5			
4.6	Issues	<p>Issue with a plot holder who had sprayed weedkiller on paths. HJ to contact.</p> <p>Dogs – increase in problems e.g. waste, running loose. HJ email – ALL dogs must be kept on lead at all times. Purchase signs for the gates.</p> <p>Issue with tree planted close to path – DW to inspect. HJ to email general reminder.</p>	HJ HJ
4.7	Rent Collection		
4.8	AGM prep		
4.9	GDPR		
5	EVENTS		
5.1	Theatre	<p>Booked for Sat June 22nd, matinee. Sue to organise Temp Events license.</p> <p>Sue to liaise with Karen, YEP, re who does what.</p> <p>Marquee – erect on Fri 21st.</p>	
5.2	Summer Social	<p>Date agreed: 14th July</p> <p>Noted that Framfield Street Party due the previous day.</p> <p>Froglife children’s activities lined up £110 plus VAT</p> <p>Need to find music – ukulele band?</p>	HJ

7.5	Manure	Limit to 12 bags per plot per delivery. 30 bags left. Next delivery w/c 20 th June.	
8	LBE/ EAP		
8.1	Council stuff	<ul style="list-style-type: none"> • CPZ: Housing will erect bollards at both gates, Parking will paint double yellow lines across entrances. No idea of dates. • Update – area had voted in favour of CPZ. Proposal hadn't been issued yet. 	GS
8.2	EAP		
9	H & S		
9.1	Bonfires		
9.2	Defibrillator	HJ/ DW met with Helen King and a London Ambulance Community trainer. Demo of 2 approved models. Cost £1300 +.	
9.3			
9.4	First Aid kits	Need to check and renew contents as needed. Need signs	HJ HJ

NEXT MEETING: Sun 7th July 10:00 am and 1st Sunday of each month thereafter