

Framfield Allotments Association

Meeting Notes: Sun 5th May 2019

Present:

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

The minutes from 3rd Mar 2019 were approved.

| | ITEM | NOTES | ACTIO N |
|----------|-------------------|--|--------------------------------------|
| 1 | COMMS | | |
| 1.2 | Noticeboards | Need to replace Browning Ave noticeboard | |
| 1.3 | Web Site | | |
| 1.4 | Email | | |
| 1.5 | Comms | | |
| 2 | FINANCE | | |
| 2.1 | Statement | 2018 accounts have been prepared and audited. We are covering our running costs, but making little profit. Balance as at 31 st Jan= £5660. £1000 was reserved for purchase of new chairs. Agreed to keep a reserve of £2500. Major expense this year had been skip hire to remove rubbish from vacated plots. HJ to seek to claim cost of latest skip from Council/ tenant. | AB HJ |
| 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. The club has purchased an additional box from the Ealing Bee Keepers at a discounted price. A small amount of additional funding may be needed. | 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 • 2 x loo seats • Gazebo • Signs re dogs | Alison HJ |
| 2.7 | Grant apps | HJ to look into grants for defibrillator/ first aid training. | |
| 3 | ADMIN | | |
| 3.1 | Insurance | Renewal date end of Feb | |

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| 3.2 | Membership lists | | |
| 3.3 | Waiting List | Approx 30 people on waiting list. Half a dozen plots had been vacated and re-allocated. 2 x 5 poles coming available later as plot holders moving north. | |
| 3.4 | Plot Inspections | Status report: <i>Carried forward:</i> One plot holder (with 3 x 5 pole plots) had been given a termination notice by the Council. Council have given permission to re-let and clear. Awaiting LBE to clear rubbish from a shed on the plot, and a lock up. Plots to be cleared at next work party. Planning to let one of these plots to a charity for disadvantaged young adults. <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. | |
| 3.5 | Woodchip | | |
| 3.6 | Eal in Bloom | | |
| 3.7 | Kitchen | | |
| 3.8 | Lettings | 1 tenant nr kitchen was paying another plot holder to work the plot – review at rent collection. | |
| 4 | GOVERNANCE | | |
| 4.1 | Constitution | | |
| 4.2 | Issue resolution | | |
| 4.3 | Committee procedures | | |
| 4.4 | Role Descs | | |
| 4.5 | | | |
| 4.6 | Issues | Issue with a plot holder who had sprayed weedkiller on paths. HJ to contact. 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. Slabs had been taken from empty plot without permission. HJ to email tenant. | HJ HJ HJ |
| 4.7 | Rent Collection | | |
| 4.8 | AGM prep | | |
| 4.9 | GDPR | | |
| 5 | EVENTS | | |
| 5.1 | Theatre | Booked for Sat June 22 nd , matinee. | |

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| | | our side potential hazard. * A tenant was coming over fence from his garden. Much of fence damaged/ rusty – HJ to ask LBE to replace | HJ |
| 7 | PROJECTS | | |
| 7.1 | Community Garden | | |
| 7.5 | Manure | Another delivery due soon. Will limit to 12 bags per plot per delivery. | |
| 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 +. HJ to source grants. Maybe discuss at AGM. | |
| 9.3 | | | |
| 9.4 | First Aid kits | Need to check and renew contents as needed. Need signs | HJ HJ |

NEXT MEETING: Sun 2nd June 10:00 am and 1st Sunday of each month thereafter