**Minutes**

**Humber Avenue Community Allotments**

**Committee Meeting**

**Saturday 8th October 2022 @ 11am**

**Durrington Community Centre**

1. **Approval of minutes** proposed by Terry Smith, seconded by Malcolm Hedger.
2. **Apologies for absence** from Peter Davey, Ruth Allan and Peter Holt.
3. **Welcome** to T. Knapp & R. Welsh.
4. **Update on actions from matters arising**. All covered by agenda
5. **Chairman Report** One year on into self-management and a fraught one, now things are settling down, thanks to everyone here. There has been an age profile changing on the plots, more families. Due to holidays, sickness & hot weather the Community Plot had not been worked on. But we now have concrete paths being laid & the polytunnel is up. We are going to use the corner of the plot for the shed. The front of the plot will be used for a children’s area, table & chairs & hopefully a pagoda. We need to recruit a supervisor for the community plot. A job description has been down up. Have people on a list and a rota. Need to identify groups to use the plot.
6. **Treasurer Report** Community Plot – Discounts obtained on materials, currently £1,300 left. General Account Year-end surplus. Water still discussing bill contingency of £1000 held until a clear picture of charges is obtained. Site contingency £500. Year-end accounts have been audited and will be presented at the next AGM. Deposit account set up for Plot deposits currently at £1,005. Graham North & Dave Tucker have finally been removed by the bank as cheque signatures and Christine Busfield and Malcolm Hedger added. Invoices issued and 60 plot holders have already paid. Non payers will be chased.
7. **Membership Secretary Report** 16 Plots relet in the last year and 2 in process. 4 people who can't take Plots due to circumstances, wish to stay on list. 1 person added, 99 on waiting list.
8. **Company Secretary Report** Council have removed trees at rear of plot 12. Roads we are still waiting action by the council. Hedges will be the responsibility of the plot-holders, once the council have cut the south west hedge. There are 5 paths that the committee are responsible for. All other paths are the responsibility of plot holders. Service level agreement expired at the end of September; six month extension issued. A 5 year SLA to be in place by April 2023. Delay caused by other SLA’s taking an extended time to process. Policies & procedures are being updated in line with experience and current operating procedures. The hard copy in the social room is being withdrawn and plot holders directed to the HACA web site. The new SLA allows the Terms & Conditions to be re-written to bring them up to date. These will have to be agreed by a majority of plot holders & council. Co-workers may be changed to joint tenancy. Plot 63a to be evicted it not replying by end of October 2022. No reports of gate bring left open. Saturday and Sunday 10 till 12.10 only time open for WAGA shop. Please ensure shut at all other times. The gates around the site from adjoining properties need to be addressed as they pose a security risk.
9. **Website & Facebook** Forty plot holders now using the HACA Facebook page. However few enter any comments or even like a post. Website is stable and is primarily a depository for information in line with objectives. Updated as and when required.
10. **Trading – Kings Seeds** We were offered a 50% discount for orders over £200 but the administrative task does not make this a viable option.
11. **Events** sub committee comprises Ruth Allan and Abbie Burdon. Next event a meet the committee session on Saturday 12th November with free sausage and bacon baps, tea and coffee. To be publicised in next newsletter, Facebook and on notice board. All committee members are requested to attend if they can. Other events were considered including a scarecrow competition and more BBQ’s plus the possibility of a social gathering in a pub.
12. **Social Room** Having updated the social room to comply with current legislation the facility is not being used. Need to identify how to make it more appealing and alternative uses. Longer term funding for an enhanced facility will be considered. Maybe it is a facility that is not wanted by the community and will be primarily used as a support to the community plot.
13. **Speed Limit** Generally the 10mph speed limit is being observed although at times some plot holders fail to do so. Discussions cantered on how to ensure the speed limit was observed to ensure the safety of all community users. Sleeping policemen were suggested. Alternative- Speed policy - Discipline verbal followed by written warning and then stop them bringing cars on plot. Safety of children is paramount and there was a healthy debate about children cycling on site. Parents need to ensure safety of their own children.
14. **Any Other Business** Water tanks to be serviced over the winter months including the installation of isolation valves. Selling eggs from car in car park, Ann has been asked to post on the notice board accounts & which charity it goes too. The last plot inspection will take place at the end of October 2022 and recommence in March 2023.
15. **Date of Next Meeting** 10th December 2022