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: 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.	

	Plot	Status report:	
	Inspections	Carried forward:	
		Plots 153, half of 154 let to Ealing YEP.	
		_	
		Awaiting LBE to clear rubbish from the plot, and a lock up. Plots to be cleared at next work party.	
		2019:	
		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.	
		Second standard letter needed – 'strimmed but not cultivated'.	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
	GOVERNANC		
	E		
	Constitution		
4.2	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.	HJ
		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.	HJ
		Issue with tree planted close to path – DW to inspect. HJ to email general reminder.	
4.7	Rent Collection		
4.8	AGM prep		
	GDPR		
	EVENTS		
5.1	Theatre	Booked for Sat June 22 nd , matinee. Sue to organise Temp Events license.	
		Sue to liaise with Karen, YEP, re who does what.	
		Marquee – erect on Fri 21 st .	
5.2	Summer Social	Date agreed: 14 th July	
		Noted that Framfield Street Party due the previous day.	
		Froglife children's activities lined up £110 plus VAT	HJ
		Need to find music – ukulele band?	

		Lasa – power source?	
5.3	Community Groups	Beavers have visited.	
5.4	School visits	New group from Ealing Montessori have visited.	
5.5	Arty visits	Possibility of hosting another BEAT event in autumn - tbc	
5.6	Bonfire Party		
5.7	Winter Social	Went very well. Speaker rebooked for Feb 2020.	
5.8	Spring social	Discussed idea to have a healthy kick-off session (at the Viaduct?). To incl defibrillator training, blood donation, first aid training. To plan in the New Year.	
	0 1 0	Postpone til Summer Social?	
5.9	Seed Swap corner		
5.1 0	Scarecrows	2 x workshops to be organised. No theme. Prize awarded at summer social.	SW
6	MAINTENANC E		
6.1	Work List	New tanks/ tap posts: Review of tap numbers/ locations to be carried out. No of new posts needed.	GS
		Kitchen: Create new doorway in rear of kitchen, and refit cupboards and work tops. Will improve access during events. Tom Shillinglaw has provided door and frame. ON HOLD.	
		Painting: Meeting Room/ Toilet etc	
		Noticeboard: at Browning Ave	
		Wildlife area: * Fencing round pond needs repair. * Rebuild fencing and clear compost area after the fire last summer. * Pond is being regularly cleared – Tom Shillinglaw does a lot of it. * nest boxes	
		Browning Ave wood chip store: fence needs repair	
		Browning Ave noticeboard: HJ to ask LBE to put on work list.	HJ
		Plot clearance: 153, 154	
6.2	Work Parties	Sat 8 th June: Clearing plots 153/ 4 + bonfire Painting General tidying, strimming, pruning	
6.3	Fencing	Fencing: No of issues along Dryden Ave fence. *1 garden had thrown over rocks/ branches and exposed hole in fence. *Another garden had been cleared – fence sticking up on our side potential hazard. * A tenant was coming over fence from his garden.	
7	PROJECTS	Much of fence damaged/ rusty – HJ to ask LBE to replace	HJ
7			
7.1	Community Garden		

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	 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