**MINUTES OF LRRHAA COMMITTEE MEETING**: Monday 22 June 2020

7:30pm • LRRHAA Allotments

Those in Attendance:

Nick van Hear Co-Chair

Ian Matten Co-Chair

Lorin Watt Secretary

Garth Bottomley Committee Member

Colin Cavey Committee Member

Terry Pike Committee Member

William Beinart Trustee

Jon Piggott Trustee

1. **Apologies**: Cathy Gibb, Arnold Harpin & Paul Wavell
2. **Minutes** from the skeleton meeting of March 16th were referred to this meeting.
3. **Matters arising:**
* Review of **Covid measures**:CG has volunteered to renew fading notices re taps, water and use of gloves. No additions to current signs were suggested.
* Thanks to CG, TP and contributing tweakers for editing the **welcome pack**, now ready.
* The **gate lock** is coming out of warranty and due for maintenance. **(NvH**) The price of c. £45 is felt worthwhile considering the very high replacement cost of keys.
* Draft **edits to existing rules** for approval at the 2020 AGM were reviewed and will be circulated to members with the AGM papers. The importance of ensuring new members sign off their agreement to observe the Rules came up several times. This should be done upon joining the Association and re-affirmed annually via the rent invoices.
* Compost has finally been delivered and will be for sale with canes from the container on **Saturday, June 27th 10:00 – 12:00**.
* **Surplus produce for food banks:** A discussion of the logistics of donating fresh, unwashed produce to a food bank was begun and will need to be re-visited when harvesting of bumper crops begins later in the summer.
1. **Finance Report:**  The treasurer did not attend the meeting but sent an update on water cost this year to date, which is close to last year’s figure. Arrears still list c. seven queries; the shortfall on the projected budget is £63.00. IM reckons the previous plot holder of 77B and 86A has given up and pointed out that these unpaid plots are being worked. **🢧 LW to contact**. Even if we are not able to recoup the current arrears entirely, the treasurer expects the deficit to be made up once new plots can be let. Overall, he anticipates a break-even year, given expected savings on site maintenance.

**FUTURE CASH PAYMENTS**: From this autumn, we will reinstate the practice of collecting all cash rents on a weekend in September at the allotments. Committee members will be on hand to help clarify any questions.

1. **Lettings Report:** Six plots are currently available. We have three names on the waiting list. The lettings secretary has been in Scotland since the beginning of Covid restrictions, but we hope to be able to assign plots to new members soon. The current allotee on 30A would like to take on 30B, currently vacant.
2. **Site Survey:** IM has updated the site survey circulated with the agenda to members.
3. **Water:**
* The survey details where water catchment is defective or missing entirely.
* WB has agreed make the round of plots speaking about water conservation to members one by one.
* Members are reminded to see the extensive discussion of water issues in the spring newsletter.
* A heat-of-the-day water ban has been imposed between 11:00 – 15:00.
* Colin Sharp has suggested installing an in-line timer to help enforce the daytime ban. A timer that can be fitted on mains pipes will be investigated.
* Underground catchment as proposed by MI may be worthwhile investigating in the long term.
1. **Common work in lieu of working parties:** A list of common tasks members can undertake any

time has been circulated by email and will be posted on site. It is hoped members will do some common maintenance whilst working parties are suspended due to Covid measures. The June working party will be cancelled. We will advise re July 25th nearer the time.

1. **Update on local builders’ support:** WB reported that despite periodic reassurances, he is not confident that hope for cash or water butts will be provided. (Kier recently announced it is in financial difficulty.) No news from Feltham.
2. **O&DFAA matters**
* Lease negotiations are still in progress. NvH and IM or JP will join upcoming discussions remotely.
* We are up-to-date with the annual return. New insurance documents are posted on site. LRRHAA has contributed to a farewell gift for the long-serving O&DFAA Chair, Wendy Skinner.

1. **Container Rota.** Members will be notified when we feel it is safe to lend machinery from the

container.

1. **Shop Management.** JP will circulate a job description. We are recruiting a new manager for the shop.

**AOB**

* IM and NvH will advise the concerned member re a deadline for removal for unauthorised trees planted earlier this year
* Members are reminded that **chickens** are not permitted on the site and will be asked to leave! Please report any sightings!!

**Next Committee Meeting:** Monday, August 17th

**Working Party:** Saturday, July 25th (14:00 – 16:30)