**MINUTES OF LRRHAA COMMITTEE MEETING:** Monday, 12 October 2020

19:00 Via Zoom

Nick van Hear Co-Chair

Ian Matten Co-Chair

Arnold Harpin Treasurer

Paul Wavell Lettings Secretary

Lorin Watt Secretary

Garth Bottomley Committee Member

Devendra Khimding Committee Member

Terry Pike Committee Member

William Beinart Trustee

 1. **Apologies:** Cathy Gibb

 2. **Minutes** of the meeting held 24 August 2020 were agreed and signed by NvH.

 3. **Matters arising:**

 NvH will arrange a service on the **gate lock .**

Most of the **trees to be removed on 4B** have been taken away. An ash by the plot needs checking.

A **rubbish disposal survey** will be taken at the WP. If necessary, a skip may be ordered later. **🢧** LW to send notes to those who need to remove material from their plots.

Four **Kier water butts** have been sold. The 10 remaining will be available for purchase at the October WP. Notices will be put up on sheds of members with no or inadequate water catchment. **🢧** IM and LWto prepare notices

The **WhatsApp group** now has c 30 members.

**Branches of the trees** taken down at the top of the **wildlife area** have mostly been cleared. The Committee agreed to take out an ash on the wildlife site before it grows any larger

 as recommended by Simon R.

The WP will further investigate **deer runs** and **gaps in the fencing** at the top of the allotments. Crop losses have been escalating. We are hoping Feltham will be able to donate good-quality fencing in the spring but will see what can be repaired in the meantime.

4. **AGM scheduled for November 3rd:** Alternative arrangements were discussed.

Committee reports and recommendations normally delivered at the AGM will be put in writing to the secretary by Oct 16th and distributed with other AGM papers by email, post or hand-delivery to members. Nominations for committee members are due by Oct 27th, after which paper ballots for committee members and any other matters to be decided by vote will be distributed. The deadline for submission of ballots will be Nov 10th, either to a collection box at the allotments or by post. Comments and suggestions from members will also be invited in writing. A Zoom consultation to share members’ comments and invite feedback will be arranged—date and time TBA.

 Recommendations for changes to the Rules and Constitution were agreed.

 5. **Finance report.** AH reported a steady stream of rents for 2020-21. He is preparing

 next year’s budget which will determine the rent recommendation for 2021-22.

 6. **Lettings report.** PW reported one half and two quarter plots available and a

 waiting list of 11.

 7. The **Working Party** 17 October will be busy. Tasks include:

* Updating community whiteboard
* Clearing plot 57 and others
* Laying new pond liner for wildlife area (condition of the pond permitting)
* Putting up 'no parking' signs to protect manholes
* Finishing the aggregate levelling at car park
* Rubbish clearance and survey by plot
* Notices re water catchment
* Checking gaps in fencing and the deer runs near plots 1 and 98
* Cutting back branches overhanging the roadway on the far side from the entrance
* Moving sleepers by the container

 8. IM and NvH attended a session hosted by the O&DFAA on next year’s lease renewal

 with the OCC. The allotment associations will be assuming more responsibilities.

 Issues involved in the alternative options for structuring the associations are complex.

 Fortunately, the re-negotiations will be staggered across 2021 and LRRHAA comes later

in the year so can benefit from the experience of others. The basic choice is whether to incorporate or not, and if so, in what form. The co-chairs are clear that we do not

intend to enter any arrangement that leaves liability resting on trustees.

 9. We are recruiting a new **shop manager** for spring 2021 and will be circulating a job

 description. **🢧**LW to discuss with TG

 **AOB**

* Formal thanks to be sent to Kier and Feltham.
* Council contact for trees to be sent to WB
* Fee to be charged with rents for non-participation in working parties
* How to define reasonable water usage/AH’s calculations

**Next Committee Meeting: Mon, Nov 2nd via zoom**

**Next Working Party:**  **Sat, Oct 17th** (14:00 - 16:30)

**AGM papers posted: Tues, Oct 20th**