**MINUTES**

**LRRHAA COMMITTEE MEETING** – **Monday, 24 August 2020 - 19:30**

 **Common area at the allotment site**

 1. **Minutes of the meeting held 22 June 2020** were agreed and signed off by NvH.

 2. **Matters Arising**

* The gate lock will be taken away for maintenance. **🢧 NvH**
* Remaining trees on plot 4B will be removed by October.
* Purchase of a good-quality liner to repair the pond in the wildlife area was approved,

 subject to availability of sufficient funds (£200). Thanks to Simon and Nick for offering

 to subsidise the balance of the cost.

* The WhatsApp group now has 27 members.
* Thanks to Marian C for shifting rubbish from the July working party.
* Three water butts subsidised by Kier have been sold. Members who need to install or repair catchment facilities will have priority access to the remaining stock @ £15.00 each.

 3. T**reasurer Report:** A small shortfall in budgeted rent income and machinery rental

 has been offset by underspend on site-maintenance and income from the

sale of water butts. **Water** cost, at £757 exceeds last year’s figure-to-date of £664 but should fall short of the budgeted £1000 for the year. Supply will be turned off at the end of

 September.

 4. **Lettings report**.15 are on the waiting list with three plots currently available. Help is needed to identify is working on **plot 86B,** which has not been let or paid for this year.

 5. **Working Party -tasks for 17 October:**

* Update community whiteboard
* Clear unlet plots
* Put up no-parking signs to protect manholes
* Complete any further work needed on the car park

 6. **Rent invoices**

* The treasurer aims to have invoices ready for distribution very early in Sept for payment by the end of the month. This year saw many problem collecting payments, so the penalty for late payment from will be raised to £10.00. Several committee members offered to help with distribution.

* **Those paying in cash need to bring it to the allotments on Sat, Sept 12th or Sun, Sept 13th together with the signed receipt from their invoice. Committee members will be available on site to help with any queries.** Payment via bank transfer is much preferred.

7. **Feltham will deliver gravel** for the car park on Fri, Sept 11th. Some help may be needed before the October working party to help sort this.

 8. The **AGM** Timetable was distributed at the meeting. It is hoped we will be able to hold the meeting safely at Rose Hill Community Centre on Tues, Nov 3rd as scheduled. Proposed rule changes for 2021 are listed on page three.

 9. **2021 Committee**. Theresa Gurl will leave the Association and is stepping

 down from the committee. We are sorry on both counts and thank Theresa for her service,

help looking after the shop, and contributions to parties past. We hope to see her at parties future. Nominee forms are now available for anyone wishing to stand for 2020-21 and will be distributed with the AGM papers in October.

 12. The O&DFAA’s meeting/training on lease renewal will be attended by the co-Chairs

 13. This year’s **Summer Party** (Sept 6th) is cancelled

**AOB**

* A shop manager’s description prepared by JP will be circulated in the hope we can recruit a new manager for 2021. **🢧 LW**
* An update on the Council’s bonfire policy in the wake of the Covid ban will be requested.
* Some pallets and wooden sleepers intended for Association use have been taken from the car park and near the wildlife areas. No materials on the common areas of the site (except chippings) should be appropriated without permission. **🢧 LW to post the relevant rule**.
* A donation of fencing expected later this year will be used in an attempt to block deer from using a gap at the bottom of the allotments.

**Next Committee Meeting: Mon, Oct 12th**

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

**AGM: Tues, Nov 3rd**