

MINUTES Whitehill Allotment Society
Wednesday 13 July 2022, 7.30 pm, Allotment shop

Chair: James Freeman

Minutes: Christoph Weber

Present: Anna Reva, Edward Njenje, Kirsten Lavers, Nathalie Lofts, Ruth Dunn

Apologies: Begoña Dobon

1. Outstanding actions from 22 June 2022, not otherwise on the Agenda

- a) **ANNA**: Label water troughs with red metal paint to help navigate the site → Label with the number of the closest plot to the water tank.
- b) **EDWARD**: To complete service of water tanks and ensure all work properly. Main issue is leaking around the edges.

2. Nomination of Christoph Weber as new Secretary

7 votes in favour (6 in person and 1 remote vote); no votes against.

Christoph Weber is now the new Secretary of the WHAS replacing Begoña Dobon.

3. Rent, seed and potato orders for 2022/2023

- a) Proposal to raise rent from £2.80 to £3.00 per pole to cover increasing costs (eg. water).
RUTH: To check if rent increase must be agreed by the members at a General Meeting.

- b) Rent collection days:

Saturday 24 September 2022 – 10 am until 12 pm

Sunday 25 September 2022 – 10 am until 12 pm

Wednesday 28 September 2022 – 6 pm until 7.30 pm

Saturday 1 October 2022 – 10 am until 12 pm

Sunday 2 October 2022 – 10 am until 12 pm

- c) Printing of (i) letter with information about the rate of rent and dates of rent collection, (ii) registration forms and (iii) instructions for potato and seed orders.

CHRISTOPH: To update rent collection and registrations forms on Dropbox.

JAMES: To organize printing after August Committee meeting.

- d) Seed catalogues expected end of July. Make available to members end of August (Bank Holiday weekend) with rent collection letter, registration forms and instructions.

ANNA: To merge catalogue and individual sheets after August Committee meeting.

- e) More seed catalogues will be available than last year as now directly linked to number of members. Difficult to keep track who has collected them or not. Remind people to just take one copy per plot.
- f) Key principles for rent collection days:
 - (i) 2 people in the shop and 2 people outside to assist filling in registration forms.
 - (ii) Separate out potato/seed orders and rent collection.
 - (iii) Allow people enough time.

CHRISTOPH: To set up Doodle poll for Committee members and volunteers to help.

- g) People in charge of (i) potato and seed orders (ii) chasing up late rent payments and (iii) getting keys back from members that did not pay their rent:
 - (i) potato and seed orders – ANNA volunteered to coordinate.
 - (ii) late payments and (iii) collecting keys – to discuss plan at next Committee meeting.

- h) Additional comments and actions:

ANNA: To check with CAN (Cambridge Allotment Network) if they employ some admin help during rent collection and approximate cost.

Previous rent receipt books need to be retrieved.

Rent payments by Bank Transfer / Direct Debit no longer accepted and will be considered as donations, unless agreed with Kirsten Lavers in the shop on the rent collection days.

Change code of combination padlock at the gate after rent collection days.

4. Committee expenses

EDWARD: 5 cans of fuel.

JAMES: Material for ladder storage in shop, leaving present Bego.

5. Incidents/Complaints reported by Members since last Meeting

23/06/2022 – Fly-tipping next to the shop – all sorted.

23/06/2022 – Overnight parking – hasn't happened again.

6. Any Other Business

- a) Abbey networking meetup – Monday 18 July
- b) Future of the Beehive Centre – Town Hall Webinar – Wednesday 20 July – JAMES
- c) Proposal to clear area behind the communal shed between plots 8 and 9. Committee agreed if works commences end of August /September respectively checked for wildlife first (eg. nesting birds). Shed will remain communal property.

CHRISTOPH: To inform about the potential difficulties to cultivate, as a lot of rubble.

- d) RUTH: To make a small sign to hang on the main gate saying 'Shop Open' - (i) so that people know the shop is open (ii) so that they know they don't need to shut the gate.
- e) Shop orders for members – In principle specific member requests can be considered, especially for bulky items (*eg.* water butts). Proposal to do twice a year and based on payment upfront in the shop. Communicate dates via newsletter once defined.

CHRISTOPH: To follow up pending request on chicken manure.

- f) Plot inspections: Next Sunday 17 July between 9 and 10 am - NAT, JAMES and RYAN

7. Date of Next Meeting

Wednesday 17 August 2022, 7.30 pm, Allotment shop