

## **RGS Committee Meeting – Sunday 2<sup>nd</sup> October 2016 at 9am**

1. Jackie Savage (Chair) welcomed everyone to the meeting. There were apologies for absence from Steve Clark, Mike Cooper, Helen Finch and Georgina O'Reilly.

Present were: -

Liz Chrominska	Pat Dark	Shirley Gillbe	Janis Humberstone
Sheila Konig	Ali Linton (minutes)	Carol Martinez	Gill Tamsett
Greg Willcox			

### **2. To note the agreed minutes of the meeting on Sunday 4<sup>th</sup> September 2016**

The minutes agreed ex-committee were signed as a true record.

### **3. Matters arising**

#### **i. St. John Ambulance First Aid Course**

JS has made a provisional booking for **10am Saturday 19<sup>th</sup> November** it will last until 12md. She will email and put up notices on 3 Oct, members must book and pay £30 in advance by 29 Oct. We must have at least 6 people with a maximum 14, she will do a form giving details and methods of payment. After much discussion it was agreed that the store was too small for the minimum of 6 and JS agreed to book one of the church halls and the Society will pay any costs as the course will be considered as an outreach community asset.

*Post meeting note: Church Hall not available on 19 Nov. JS has cancelled with St John's.*

*Looking at a weekday evening instead. To be advised.*

**Action: JS**

#### **ii. Hedgehogs**

JS circulated leaflets about "Creating a Wildlife Garden" from the British Hedgehog Preservation Society. She has 400 and it was agreed to distribute them through the Store and at the AGM.

#### **iii. Fences and Gates**

JS asked for help with this. It was agreed that all gates in fences where the householder was not a plot holder must be blocked. There are approx. 5 on site 2 and 20 on site 3. She agreed to identify the gates with the help of Greg (who offered to help after the meeting) and discuss a method of closing the entrances to ensure that the householders are aware that they are trespassing if they come onto the allotment sites. SG agreed to ask Enable if padlocks would be acceptable. The committee were unsure about regulations whereby we fix something to a fence that is owned by the householder or WBC. **Action: JS GW SG**

#### **iv. Parking entrance site 2**

There have been no more reports of any obstruction to the entrance to site 2

#### **v. Website**

A plot holder has agreed to do this voluntarily starting in January, she is going on a course to update her skills later this year. The old one looks a bit plain and boring but it is working.

### **4. Chair's report**

#### **i. Becoming a Charity – progress report**

JS had nothing further to report – a meeting is scheduled with Enable and WBC for 19<sup>th</sup> October which she and Anthony Fitzsimmons will attend. **Action: JS**

#### **ii. AGM – Wednesday 23<sup>rd</sup> November**

JS reported that notices will be posted and emails sent on the weekend of 22<sup>nd</sup> October. She thanked everyone for agreeing to stand again (with the exception SC and SK). They were thanked for all their work and input, especially SK who has been on the committee for many years. We need new members and she reported that Mariangela Renshaw has agreed to join us and asked the committee to recommend others. The arrangements for the night will be on the agenda of the November meeting. **Action: AL and everyone**

## **5. Site Manager's report**

SG reported that she will contact Enable about the annual rubbish collection. The Plot Inspection dates are Thursday 3<sup>rd</sup> and Tuesday 8<sup>th</sup> November. SG is unable to attend and will be replaced by JS. There will be a non-committee member. **Action: SG**

### **Bonfires:** -

Site 2 Alan Smart has agreed to be the bonfire manager. Plot holders will be invited to build the fire from Saturday 29 October. The bonfire will be lit at dusk on November 5<sup>th</sup>.

Site 3 The bonfire and usual party will be held on November 5<sup>th</sup>

Plot holders having individual bonfires on their plots must do so on 5<sup>th</sup> or 6<sup>th</sup> November and ensure that they are always tended and only left when they are out. It was decided unnecessary to notify all houses adjacent to both sites, as it is bonfire night! JS offered to email those neighbours who have given us their details. As usual plot holders are requested not to put rubbish on the communal fires and keep them a manageable size. Notices will be posted about bonfires by mid October. **Action: GO'R HF JS**

## **6. Allotment Secretaries' reports**

**Site 2.** GO'R sent a written report: -

Plot lettings - None

November Plot Inspection date - Tuesday 8 November

Security/ thefts - No thefts have been reported.

Re-instatement of the Site 2 herb bed

GO'R proposed to JS that the Site 2 herb bed that originally was situated alongside the main path adjacent to Plot 41D be reinstated. Last year the old rosemary and sage bushes finally died and the area was left wild in the hope that the nettles would naturalise and provide a breeding area for tortoiseshell butterflies. Sadly, alongside the nettles, bindweed has taken over and become invasive to Plot 41D. JS agreed that, with Committee approval, a budget of up to £100 be allowed for the clearing, preparation work and planting of semi-mature plants. GO'R has requested a quote for the work. The committee agreed unanimously.

**Action: GO'R**

**Site 2.** HF sent a written report

Lettings: No new lettings but one plot 75A has been split into a small plot next to the tenant's house and the rest to an existing plot holder at the top of the waiting list

Plots under review: There are 4 plots under serious review.

It was agreed that formal warning should be sent after the November Plot inspections as it would give plenty of time for the plot to be cultivated before the rent collection.

Plot inspection date: Thursday 3<sup>rd</sup> November

Plot Inspection Policy

The policy was amended to have 3 formal inspections (April, July and late October) each year and 3 informal ones. The policy was agreed and HF and GO'R thanked for all their hard work.

## **7. Trading Secretary's report**

GWT reported: -

Stocktaking will take place this week. We will also see what needs to be ordered for Christmas purchases from the Store. However, we may not be able to order a small amount of items this year due to Loach's new pricing policy which increases prices by 20% if orders are for less than £300.

GW reported that a new trolley has been purchased and will be delivered next week.

## **8. Treasurer's report**

The rent was paid in full on 26<sup>th</sup> September

Any decisions to change the rent collection date (or even the date of the accounts) should await

clarity over any future lease.

The committee agreed to the sum of £174.10 to be paid to JH for her expenses.

JH is going to ask the printers about the 20% VAT we have been paying on brochures for the Shows and the Bulletins.

**Action: JH**

**10. Bulletin Editor's Report**

Please could all reports etc be with her by **24<sup>th</sup> October** for the November edition of the Bulletin.

**11. Diary Dates for 2016**

Wisley Booked for 14<sup>th</sup> September, PD said that everyone attending this trip had a wonderful time and agreed to do it again in 2017 but at a different time of year.

**12. AOB**

The 2 benches donated by Lesley Harvey need repair and it was agreed to ask for a quote. 1 of the benches is now under the apple tree on site 3 and 1 is outside the Store on site 2.

**Action: JS**

The next meeting will be held on **Sunday 6<sup>th</sup> November at 9am** in the store.