

## **MINUTES OF RGS Committee Meeting 9 am Sunday 5<sup>th</sup> May 2019**

Present: Elizabeth Smart, Mariangela Renshaw, Elaine Barnwell, Vivien Fowler, Ali Linton, Catherine Maunsell-Bower, Patrick Crawford, Carol Martinez, (Minutes) Greg Willcox, Jackie Savage (Chair), Brenna Lattimore and Shirley Gillbe.

Apologies: Gill Tamsett, Mike Cooper, Helen Finch and Janis Humberstone

### **1 Minutes of meeting held on Sunday 7<sup>th</sup> April, agreed ex committee, signed.**

#### **2 Matters arising (not agenda items)**

##### **i Renewal of Lease (PC)**

Following a meeting with Ian Mitchell of Enable, he provided us with further information which was requested of him. This information will be of help in amending the Heads of Terms to reflect the requirements of the RGS. Once the Heads of Terms have been amended they will be reviewed by the RGS Solicitors and HF, PC and Alan Strowger will then meet with Peter Tiernan of Wandsworth Council to progress the lease renewal.

##### **ii Site 2 Store Roof Renewal & Funding Opportunities (PC)**

As reported at the last Committee Meeting, Wandsworth Council have agreed to renew the Site 2 Store roof. Matthew Willis of Wandsworth has sent suitable documentation to roofing contractors on Wandsworth's approved list to provide an estimate for the work. PC understands from the contractors who contacted him that the estimates for the work were to be returned at the end of April. PC has therefore written to Mr. Willis asking for an update and this response is awaited. Post meeting – PC has heard from the contractor awarded the job to chose the colour of roof and begin work 4 weeks later

##### **iii. Gardeners' World contact re allotments (MR & SG)**

It is not clear if HF sent the updated email to the BBC as no acknowledgement was received and it was not in the sent box of RGS email. JS gave some tips about including diversity in the proposal and MR and SG will amend it and resend. **Action: MR & SG**

##### **iv. DVD of BBC programme about allotment sites. (EB)**

EB has got a copy of the DVD and is checking on the copywrite before we can use it. Suggestion is that it is shown one evening at the Cricket Club. **Action: EB**

### **3 Chair's report.**

#### **i. Access for non plot holding residents through allotments**

HF will be preparing some guidance notes for site secretaries regarding neighbouring householder fences and access on to the allotment sites. A draft will be ready for the site secretaries' meeting on the 22nd May  
**Action: HF**

**ii. Behaviour Policy and Complaints Procedure revisions** - At the time of writing there have been 4 comments made in response to the email asking for the membership to give their views. All positive. A hard copy of each of these documents will be kept in the store for members not on email and internet to add their comments. The deadline for comments is the end of May and we expect to be able to publish final versions by mid or late June.

**iii. Defibrillator** – it was discussed whether it was a good idea to have one on each site. They would have to be kept in a waterproof container and kept charged. The committee saw issues with access to the defibrillator and the training around its use. There is also an implication that RGS is responsible for plot holders' personal safety. It decided by the majority that it was not a good idea.

**iv. Insurance** - CMB has been investigating the RGS cover for both holding a show on site 2 and the bonfire / fireworks party in November. CMB still has not see a copy of the policy and will ask the broker to send one. Post meeting – CMB has confirmed that there is nothing preventing the RGS holding a show but

they will not be responsible for damage to equipment (i.e. gazebos) owned by members and it was agreed that the show on site 2 can proceed.

It is known that fireworks and individual bonfires are definitely not covered. A bonfire that is monitored by a qualified person with their own insurance is what looks likely for the future but it would mean finding the right person to do that.

As soon as CMB has the policy she will check the status for the show and report back. The bonfire situation will need more discussion. **Action: CMB**

#### **4 Treasurer's report JH**

i. **Rents** – all paid

ii. **Membership subs for non plot holders** – a spreadsheet has been supplied to Helen showing those who do not appear to have paid. It is quite a task to keep up with non plot holders who all are often people who pay to join once they are added to the waiting list but do not tend to renew it the following year.

iii. **Saturday store opening** – takings were between £60 and £100 for Saturdays compared to £200 to £400 for a Sunday.

iv. GW updated on the formalising of the sale of compost on site 3. There will be a sheet of paper on a clip board in the storage sheds on site 3, with a pen or pencil attached so that each sale can be recorded, with a note of the number of bags sold, the person who dealt with the sale, and the amount of money taken - either chit sales made in the store or cash paid on site.

The chit recorded sales from the store can / will be double checked, from the completed forms in the shed (once collected ) with the entries in the sales book in the store. Cash collected is banked back at the store.

Monitoring the manure sales is proving more problematic, in the sense of "contributions" in the honesty boxes against actual amount product taken.

#### **5 Allotment Secretaries' reports**

i. **Site 2 (ES)**

**Lettings** - Plot 32 A has been let

Following the **Inspection on 11 April 2019** - 5 letters were sent, including 1 Stage 2 letter to 1 plot holder

2 more letters could have been sent and, as there still has been no sign of activity on these plots, the owners of these plots will be approached very soon. 2 ploholders have not replied to the letters or done any work on their plots. They will be chased, by email and a hard copy of the letters, respectively

ii **Site 3 Outer Area (VF)**

**Lettings:** No Lettings this month

##### **April plot inspections**

Generally no real problem plots.

Emails sent to 9 plot holders, plus one letter posted, for minor problems – weeds and paths mainly.

All but two replied positively though three plots have still not been prepared for planting - plot holders have been contacted.

##### **Problems with neighbours**

Plot 52C has had garden rubbish dumped on it, also the resident's fence behind is collapsing onto the plot. Rubbish has been removed and fence being repaired this weekend probably.

##### **Other Matters**

Bindweed – do we need to send warnings to those who allow it to grow freely and spread, bearing in mind the next inspections are not until July? It was decided that this issue will be discussed at site secretaries meeting. **Action: All site secretaries.**

Both Site 3 gates have been left unlocked recently.

### **iii Site 3 Inner Area (AL)**

#### **Lettings:\_\_\_**

Plot 116C has been let

Plot 114B Plot holder deceased. Now re-let. AL to find out about shed and contents from the deceased's estate.

#### **Plot inspections**

11 unsatisfactory plots.

6 emails sent giving nudges (some harder than others!) most people have now done some work.

5 Stage 1 letters sent with excellent effect except for 2 who are now showing minimal signs of cultivation.

#### **6 Trading Secretary's report GT**

There is nothing to report this month apart from a delivery of 75 bags of Country Natural arriving this week.

#### **7 Bulletin Editor's report. (CM)**

CM reported that the colour pictures in the latest bulletin have been printed rather darkly and if it happens again next time they will be sent back for reprinting.

Deadline for next Bulletin is 20 May. The next issue will include schedule and entry form for the show.

BL suggested writing a piece about slug pellets and hedgehogs as a dead hedgehog was recently found on site 2.

BL also offered to write a regular article for children on things they can do and look out for. **Action: BL**

#### **8 Show Secretary's Report (CM)**

Summer Show will be on Sunday 9<sup>th</sup> June on site 2. A community event for plot holders and other members, their families and friends.

The sub-committee members will meet again a week before the show to finalise things.

Emails to be sent to all plot holders on site 2 explaining what will be happening and how it might impact their access to their plots. Notices will need to be done for the day as well reminding people to look after their children etc. **Action: CM & EB**

#### **9 Site Manager's report (SG)**

SG advised that she will no longer be the Site Manager and CMB has kindly offered to take this position. SG was thanked for all her work over the years and CMB was welcomed to the role. SG will introduce CMB to Valerie Selby and the Enable team.

#### **10 Diary dates:**

Sharpening Event – Sunday 19<sup>th</sup> May. There has been a good response to the email but it will be first come, first served. Priority will be given to garden implements and it will be cash only.

New Variety Summer Show: Sunday 9<sup>th</sup> June (Site 2)

Autumn Show: Sat 21 September (Church Hall)

AGM: Thurs 14 November (Cricket Club)

Other trips / events – BL will arrange a hedgehog presentation.

#### **11 AOB**

GW is arranging the replacement of the faulty electrical socket in the store. Note post meeting: Job done.

**Date of the next meeting Sunday 2<sup>nd</sup> June 2019 9am at the store**