

RGS Committee Distance Reports by Thursday 3rd December
Zoom meeting: Sunday 6th December 2020 9am

Blue text is a record of the zoom meeting

1. Sign off the record (attached) of the distance meeting reports from Sunday 1st November 2020 .

Emma Blackwell was introduced to the committee and introduced to the members.

Present, Helen Finch (chair), Jackie Savage, Dorcas Johnson, Emma Blackwell, Catherine Maunsel-Bower, Gill Tamsett, Carol Martinez, Patrick Crawford, Ali Linton and Brenna Lattimore,

Apologies: Mike Cooper, Vivien Fowler, Charles Gillbe and Greg Willcox

2. Matters arising not on the agenda: None

3. Chair's report: (HF)

- i) **AGM 2021:** We need to decide on date and location so we can book. Cricket Club or St Margaret's church hall? for dates I suggest Thursday 11th November 2021. [It was agreed to hold the AGM at The Roehampton Cricket Club on Thursday 11th November 2021.](#) **Action HF**
- ii) **Members only area on website:** Jean kindly put one together for members to reply to the papers. It was hardly used. However do the committee think it would be a good idea to have the minutes of our meetings, financial information any other items? The downside is we would need to maintain up to date email addresses on the area (this will be the 3rd area) and fielding forgotten passwords may be an onerous task. [It was agreed to have a Committee only area on the website where the minutes and financial records will be available. Full minutes will be available to individual members on request.](#)
- iii) **Council rubbish collection:** Site 2 collection on 3/12/20 and on site 3 07/12/20. [This is all going to plan.](#)
- iv) **Communal wormery:** The idea of having a communal wormery has been put forward. I told her I would consult with the committee. Having read the RHS advice on this link <https://www.rhs.org.uk/advice/profile?PID=726> it is clear to me that it needs careful looking after so unsuitable as a communal project. Do the committee agree? [The committee thought a communal wormery would be fraught with problems. HF agreed to write and suggest that had her own or asked plot neighbours to share.](#)
- v) **Toilets:** The electrician is lined up to install extractor fans in the toilets on each site. He is not going to be able to do the work now until after Christmas so, as agreed at the last committee meeting, opening of the toilets will need to wait until then.

4. Projects:

Project 2: Power on site 3 (JS) The builder installed the GRP cabinet on concrete slab.

UKPN dug their trench on the main path on 26 November, then returned and made the connection between the main electric cable and the cable to the GRP cabinet. They installed the CutOut switch in the GRP cabinet on 30 November. They returned and filled in their trench on 2nd December. They were due to tarmac the surface on Thurs 3rd but did not turn up, but it was done on Friday 4th Dec so the surface is ready for the trucks due to make the rubbish collection on site 3 on Monday 7th.

Thank you to HF for her resilience, patience and willingness to come to site at 10 mins notice! And thanks too to Valerie Selby or Enable for her support and contact with UKPN.

We had booked for EDF to come and install the meter in the GRP cabinet on 4th December but as the electrician and the builder were unable to complete all their required works in time so this has been postponed until 15 January. EDF will need to make a live connection to the cabin.

Project 1: Communal cabin site 3 (JS)

The electrician has now completed the sockets, switches and light fitting and installed the fuse board inside the cabin, all looks very smart.

Work left to do by builder and electrician (in this order) before 15 January when EDF are booked to install the meter:

- Cables to be buried and run to fuse box/toilet and shredder post
- Worktop and sink to be installed
- Water and drains to be connected
- Transformer to be installed in GRP cabinet
- Light and fan to be installed in toilet
- Outdoor socket to be fixed to “shredder post”
- Water heater to be installed and connected above sink

Project 5: Social area on site 2 (CM): The area is finally starting to come together - Graham has kindly laid the stone chippings and Greg has replaced the rotten panel on the shed. The inside of the shed has started to be painted and the picnic table/s are being researched. Electricity will be connected sometime in the new year.

Unfortunately, we still have not got our raised flower beds. Lee has been asked if he can still fulfil his offer to make them, but he has yet to reply. If he cannot do it, we will have to try and find someone else.

5. Water on site 3 (PC) All works for the new water supply have been completed by the Contractor including a few holes to expose a section of pipework which was requested by Thames Water.

The Contractor and Wandsworth Council are also liaising with Thames Water for them to complete their work. PC will continue to chase the Contractor and Wandsworth Council and report back to the Chairman when he has further information.

6. Lease renewal (PC) PC has been contacted by Ms Fiona Hallard, Principal Valuer at the Council, requesting a meeting to discuss further the renewal of the lease. This follows his correspondence with Cllr Steffi Sutters. He, Helen Finch and Alan Strowger will attend a virtual meeting with Ms Hallard on Tuesday, 8 December. Following the meeting, PC will report further to the Committee. Fiona Hallard is asking for a Costed Maintenance Plan. Please would you have a think about costs that are involved with maintaining the allotments to assemble our list? **Action All**

A Costed Maintenance Plan was agreed in principle over an annual or 3, 5 or 10 year plan. Some of the things to be included should be: -

- Tree maintenance
- Toilet maintenance
- Clearing plots when tenancy finished
- Upgrading Site 2 Store,
- Insurance
- Key entry to sites
- Accountant
- Payment of an individual employed part time to cover some of the work currently done by volunteers
- Committee expenses including printer ink.
- AGM expenses
- Sundries such as new notice boards.

7. Notices on site: (VF) Instead of notices on gates the following is proposed

Site 3 – Existing noticeboard – relocate to front of sub station

Rear gate – install new board on steel posts, to clear gate opening

Site 2 - Both gates – as for rear gate on Site 3

VF to prepare sketch for costing

8. i) Treasurer’s report: (DJ) See *attached* PDF for the current listing of all accounts. This shows a breakdown by category, income, expense etc.

- **Maintenance Costs** – Total spend this financial year to 30 Nov is **£649.95** including **£210** this

month.

- **WAVE** — The software supplier has chosen to shift their focus to their local business so will not take new users or provide support for any business outside the US and Canada. We will be able to continue using the software for the foreseeable future but we will start considering other options.

9. Trading Secretary's Report: (GT) We are still experiencing a few difficulties with supplies. Weed suppressant, which is popular this time of year, did not arrive with the last order as requested, neither did the boxes of hydrated lime.

A time to clean and tidy the Store has been arranged for Saturday 9 January between 10 am and 12 noon, just prior to the Store reopening on 10 January. HF, JS and GW have kindly agreed to help with this.

Seed potatoes, onions and garlic are expected to be available for when the Store reopens.

10. Allotment Secretaries' reports:

i) Site 2 (C MB)

Lettings:

Plot 4 – 5.5 rods: This plot has been vacated. The plot has now been accepted by Mark and Sue Illingworth. They have been granted an extension of time, allowing for the intervening festive season, to prepare the plot for receipt of their cultivated plants from their current plot (32A).

Plot 29A – 3.5 rods: This plot has now been taken. I arranged a visit by Sam Morgan of the Arboricultural department at the Council to view the Leylandii encroaching on this plot. The inspection took place on Tuesday the 1st December 2020. Mr Morgan also kindly inspected the Holly trees overhanging the residential property in The Pleasance from plot 38A. He has promised to use his best endeavours to arrange as soon as possible for the Leylandii to be cut back to the fence and for both the Leylandii and the Holly trees to be lopped. He will be in touch with a date for the work to be carried out. I arranged for Ms Kangis to be in attendance also in order to obviate the need for any further explanations on this issue unless and until it becomes obvious that there is unexpected or unreasonable delay in carrying out the works.

Plot 32A – 2 rods: This plot has now been accepted

Plot 41C – 3.5 rods: Needs to be let.

ii) Site 3: outer area 50-100 (VF)

Lettings: One letting – Plot 50B

Plot Inspections carried out 6 November 2020.

5 no. emails/letters, 1 no. Stage 1 letter, 2 no. Stage 2 emails and 1 no. Stage 3 email - sent to offending plot holders. 5 no. responses to date.

Follow up inspections to be carried out end December 2020

Neighbours: No problems to report

Other matters: Manure – regular supplies still being sought

Woodchip – deliveries on hold until rubbish is cleared

Inner area 101-127 (AL) No plots have changed hands this month.

Plot Inspections

VF and I did the plot inspections on 6th November.

11 plot holders were contacted.

One Stage 2 letter was sent. Subsequently some work has been done and we will look closely at the spring inspections.

Two new plot holders were sent emails with a warning that they would receive a Stage 1 letter after the spring inspections if there is no improvement. Both contacted me immediately: one had a baby a week previously and the other's partner had Covid.

3 other plot holders were told they would receive a Stage 1 if no improvement by the spring inspections.

The remaining 5 emails were reminders to prune trees and care for paths.

The majority of paths running west to east are now reasonably well maintained. Paths between plots are often non-existent! New plot holders are asked to acknowledge the rule regarding path maintenance.

11. Bulletin Editor's report (CM) The next deadline is **Monday 4th January**. Hopefully we will have had the delivery of potatoes, onions, shallots and garlic.

12. Show Chair's report (CM) Sadly, we had to cancel the autumn show which was going to be a small affair on site 2. However, once again we featured lots of photos of fabulous crops in the bulletin.

I am proposing that next year, if we are allowed to go ahead - the 'how to show in the show' event is held on **Sunday 6th June** followed by the summer show the following **Sunday 13th June**, on site 2. The autumn show could be **Saturday 11th September**, at St Margaret's. [These dates were all agreed.](#)

13. Site Manager's report (CG)

14. PR: (JS)

15. Events and Diary dates:

- Gardeners' Question time (CG) :
- AGM

16. AOB – JS asked if an email could be sent while the Store is closed asking for new recruits. 3 volunteers are now required every Sunday, plus extra help if we open on Sundays during March and April. HF said while shops have Covid restrictions the store has to run as it is now with 1 person behind the counter with one outside. The person behind the counter has to be familiar with store duty but more people could be recruited for outside duty and for site 3. Once we are allowed to run the store as normal we can recruit more volunteers for behind the counter store duty.

Date of the next meeting **Sunday 7th February 2021 9am**