



Humber Avenue Community Allotments Community Interest Company
Committee Meeting
Monday 10th November 2025 6.30pm
HACA Social Hub

Present:

Terry Smith (TS) Chair
Peter Davey (PD)
Christine Busfield (CB)
Malcolm Hedger (MH)
Emma Wood (EW)
Anne Garbutt (AG)
Ros Knight (RK)
Andrew Scoon (AS)

Apologies:

Lynne Rosthorn (LR)
Linda Head (LH)
Ian Hamilton (IH)



MINUTES

1. Welcome and Apologies

TS welcomed the committee to the meeting and apologies were noted as above. TS thanked PD for acting as Chair and also thanked the rest of the committee and plot holders for their support during the last few months. He advised that Lynne Rosthorn had resigned from the committee due to family commitments.

2. Minutes from the last meeting

RK informed the committee that the minutes from the meeting on 20th October 2025 had been amended to reflect the fact that LH had given her apologies. Following the amendment the minutes were approved as an accurate reflection of the meeting, as agreed by all.

3. Update on Notice to Quit

On Wednesday 8th August 2025 a HACA tenant and his wife verbally abused a member of the HACA Committee. This was witnessed by another Tenant. The abused party was the HACA Chair, who wrote up a file note of the incident and after a period of reflection decided to resign as Chair and Committee member.

The HACA Directors met and unanimously agreed that this amounted to Harassment and issued a Notice to Quit to the Tenant on 1st September 2025.

The Tenant appealed the NTQ and an appeal meeting was held on 18th September 2025. The appeal panel comprised two committee members who did not know the Tenant and an independent plot holder. The appeal meeting lasted two and a half hours. Following careful consideration the panel upheld the decision to issue the NTQ. On 30th September 2025 the Tenant appealed the decision to Worthing Borough Council. On Friday 31st October 2025 the council rejected the appeal and issued a Notice to Quit within 14 days to the Tenant John Deeprise Plot 24.

4. Matters Arising

TS updated the committee that funding for the accessible ramp has been sought from the National Lottery and he was hoping that funding will be secured for the solar panels soon. TS added that he was in the process of updating the Terms and Conditions and aims to have these ready for 1st January 2026. He suggested that an environmental policy may be useful to have and the committee discussed education around environmental issues as more of a priority than a policy at the current time. AS suggested that plot holders could be signposted to the council's environmental policy in the interim.



5. Unacceptable Behaviour Policy

The committee went through the draft unacceptable behaviour policy and agreed suggested amendments. RK will update this and circulate it to the committee for final approval.

6. Preparation for Committee Day

The committee agreed on 3rd January 2026 as a focus afternoon to look at the future direction for HACA along with roles and responsibilities.

7. Any Other Business

TS informed the committee that EW had agreed to be Deputy Chair.

AS queried whether the state of woodchip paths needed to be in the Terms and Conditions, in respect of weeds. He also asked whether a non-cultivation notice should be written off after a certain number of years.

AS informed the committee that an invasive plant had been found in one of the ponds on site and there is a danger the plant could spread from the pond. He and TS will meet with the plot holder to discuss this further.

AS updated the committee on his plans to introduce wildflower areas to encourage wildlife in the corners of the site. He added that he had a prefab pond and TS confirmed this is fine to use as long as it is fenced off.

PD informed the committee that all plot holders had paid their fees by 31st October 2025.

He added that LH had informed him that the defibrillator required a battery change soon and LH will action this when she is back from holiday in February.

TS informed the committee that two volunteers had come forward to help plot 33 for the next eight months.

8. Date of Next Meeting

To be confirmed at the committee day on 3rd January 2026.