



**Humber Avenue Community Allotments Community Interest Company
Committee Meeting**

Saturday 13th July 2024 10.30am – 12.30pm

Durrington Community Centre

Present:

Terry Smith (TS) Chair

Peter Davey (PD)

Christine Busfield (CB)

Ruth Allen (RA)

Linda Head (LH)

Ros Knight (RK)

Ian Hamilton (IH)

Andrew Scoon (AS) (Co-opted committee member)

Guest Plotholders:

Anne and Yvonne (Plot7)

MINUTES

1. Welcome and Apologies

TS welcomed the committee to the meeting and extended a warm welcome to IH, the new President and AS, co-opted committee member for biodiversity and environmental matters. Apologies were noted from Malcolm Hedger.

2. Minutes from the last meeting

Approved as an accurate reflection of the meeting, as proposed by PD and seconded by CB.

3. Matters arising from the last meeting not covered by the agenda

3.1 Signage

Discussed under item 4.2 (Treasurer's report).



3.2 Road Resurfacing

TS reported this had been completed.

3.3 Box for broken glass

TS reported this has been purchased and is mounted on a pallet. There will be an announcement in the next newsletter.

3.4 AGM

CB has emailed the accountant but has not had a response. She will chase this up.

4. Reports

4.1 Chair's Report

TS informed the committee that he and MH had been working with the trainee and support worker from the SAND project every Tuesday and this has been very successful. Following the summer break, a new trainee will start in September. TS asked the committee to let MH know if there were any jobs that needed doing on site and this will be arranged for a Tuesday after the summer break.

(Anne and Yvonne arrive and introductions are made).

4.2 Treasurer's Report

PD handed out the Income Expenditure Report for July 2024.

He informed the committee that the water bill received last week was for £2178.03 compared to £963 the previous year. On contacting the water company, he was informed that HACA had not paid enough the previous year and the current bill is based on last year's usage, hence the large increase.

PD informed the committee that there have been no major expenses since the last meeting and that the website has been paid for.

PD explained that expenses in the next month or so include Party on the Plot, cleaning and the hire of two skips and the committee discussed moving the skip hire to September if need be, when the plot fees are due. PD suggested no further expenses are incurred between now and the end of August unless essential and the committee agreed.

TS congratulated PD on keeping the finances under control.

AS enquired about the CIL funding and TS explained the project is complete and closed down now, although HACA has put in a bid for £15,000 in the next round of CIL funding and explained that the CIL funding needs to be kept separate from HACA funds.

PD explained that HACA received £15,000 CIL funding and spent £15,098, a slight overspend.

TS explained that the signage had not been done due to the current expenditure. He asked the committee to consider the removal of the 10mph sign on the front gate as there were



several signs on site. PD suggested the sign is removed but kept and monitored for a few months.

4.3 Membership Secretary's Report

CB informed the committee that two people have been added to the waiting list since the last meeting and one plot is due to be relinquished in August.

TS added that WAM have closed their waiting list and asked the committee whether HACA should do similar.

CB commented that very few names are being added. PD felt there was no need to close the waiting list currently and the committee agreed. CB explained that there are 93 people on the waiting list, with a wait time of about 3 years.

4.4 Company Secretary's Report

RK reported that since the last meeting, one non-cultivation notice had been issued to Plot 85 and a further seven letters issued to plotholders whose plots needed some work to get them up to standard and responses have been received via email, explaining any mitigating circumstances.

4.5 Biodiversity and Environmental Matters

AS asked the committee if plot 31 could be fenced off until a decision was made on the best use of the plot. It was acknowledged that as there was no update on when work on the new allotments would start, decisions on planting fruiting shrubs for example could not be made yet.

5. Projects

As MH was not present, TS updated the committee on the following projects:

- No live projects
- Forthcoming projects included the new social hub and the new allotments

TS added that the free table had been moved into the end bay, creating more parking spaces.

6. Website and Facebook

RA reported that the cost of the website had gone up by £30. She has updated the About Us page and is in the process of updating the Growing page. RA reported that the Facebook page is running well.

TS will forward RA a new link to the council's website, as the current link includes an incorrect email address.



7. Newsletter

RK informed the committee that she is planning to compile a newsletter to go out next weekend (20th/21st July) and asked for any submissions to be emailed before Friday 19th.

8. Health and Safety

LH informed the committee that there were no issues identified at the most recent walkaround. She added that information regarding the disposal of glass on site would be in the next newsletter. She informed the committee that the defibrillator is fine and is checked regularly and she will ensure the First Aid box is well stocked in time for Party on the Plot.

9. Plot exchange 86 to 14

The committee discussed the background to this request, giving consideration to previous correspondence. RK will draft a letter to the tenants of Plots 14 & 86 outlining the correct procedure to be followed to action this request.

10. Cultivation Standard

TS circulated the current cultivation definition document to the committee and guests and asked all to review this to see if this can be made clearer, to help with plot inspections as well as giving more clarity for plotholders. RA suggested adding photos to the website showing examples of cultivation and non-cultivation and CB will send RA photos.

TS explained to the committee that whilst CB and RK were both on holiday recently, he had received a complaint from a plotholder regarding material removed from Plot 22 and placed in another plotholders compost bin and this plotholder has confirmed the material is not his. Two committee members and an independent plotholder inspected the material and concluded it did come from Plot 22. TS has emailed Plot 22 and is currently awaiting a response. CB will make enquiries regarding the current situation for Plot 22, as the committee have been made aware there are extenuating circumstances and she will update the committee in due course.

TS informed the committee that Plot 33 intends to relinquish his plot in August.

TS informed the committee that Plot 85 had been reviewed recently, as there was still a large mound of earth with no progress on completing the raised beds. The committee agreed that RK will draft a letter to Plot 85 suggesting a meeting to discuss the way forward. PD and AS agreed to meet with the plotholder.

IH asked that the use of weedkillers be added to the next committee meeting Agenda for discussion.



11. CIL bid

TS reported that HACA's CIL bid for £15,000 for a new social room had been submitted and thanked Kim Bowen-Wood (Plot 27) for her help with this and HACA await a decision in September.

12. Party on the Plot

Anne and Yvonne informed that committee that they will now be away for Party on the Plot but explained that they are in the process of organising everything before they leave and will hand over to TS before they go way. Anne and Yvonne will lend HACA their speakers and AS will sort out the music for the day. IH will run the raffle.

Regarding HACA's nominated charity of Ferring Country Centre, TS asked the committee to consider if they wanted to continue with this, in light of a change in supplier of manure, and this will be discussed at the next meeting.

13. Any Other Business

Anne and Yvonne commented that they have felt very welcomed since joining the allotment. TS thanked them for supporting the SAND Project. AS commented that it would be good to find out if the outgoing SAND volunteer found work after their experience with HACA.

AS added that a Qi Gong taster session could be available at Party on the Plot and will make contact with the teacher. This will go into the next newsletter.

TS thanked everyone for their support. There was no further business and the meeting closed at 11.50.

14. Date of next meeting

Provisional date: Saturday 28th September at 10.30am (but may be moved due to holidays). PD will book the room.