



TAMWORTH FARM ALLOTMENT SOCIETY
COMMITTEE MEETING MINUTES
7.00pm, 1 July 2024

Attendees: Steffi Backhouse (SB), Rob Rudolf (RR), Elisabetta Costantini (EC), Julie Mallett (JM), Jo Rodgers (JR) and Beverley Stansfield (BS), Katy Willison (KW) and Anthony Redpath (AR).

Apologies

1. No apologies.

Minutes and Actions

2. Minutes from the June meeting were agreed.

Site Maintenance and Security

3. RR updated the Committee on site maintenance. A very successful community day was held which saw more defensive planting in place and the large dead tree made less accessible for late night anti social behaviour. We have not yet heard about the sub contracting of the green waste bay removal, RR will chase up with Ian Baxter from Id Verde.
4. RA shed latest lock is not fit for purpose, not coping with weight of the door and plot holder usage. We may now need to consider some form of welding/ bolting on to the shed and using existing gate locks. We need to avoid a costly solution requiring a new key being cut for every plot holder. **Action: RR/ AR**

Plot Management Report

5. KW updated the Committee on numbers of plots undergoing plot management at present: six Improvement Notices, three Non Cultivation Notices and one Eviction Notice. She also noted that a number of people had "season's passes" because of poor health. Two of these plots had been completely neglected and were now running wild. AR and KW felt that we might need to place different expectations on those with a "season's pass", perhaps by giving people in that situation a pass from cultivation, but not from keeping weeds under control. We would also explore strimming and recharging plot holders for the costs. **AR/ KW to return to the Committee with new advice on season's passes for next year.**

Asset Management Report

6. AR presented a short paper to the Committee on asset management. He explained that having such a plan was a "nice to have", rather than mandatory, in governance terms. However, an asset management plan can be helpful to make sure we understand what assets we have, the cost of replacing them, state of repair etc. If the Committee thinks it worthwhile, the next step would be to collect the data to complete the plan. He asked the Committee whether they wanted a plan, if so, what it should contain, and whether there should be a de minimis to avoid excessive work recording, for example, numbers of forks.

7. JR felt strongly that an asset plan would be very helpful, we have acquired a number of high value assets in recent years, the toilet, the maintenance equipment, the sheds. We should ensure that only the higher value items are included.
8. RR supported having a plan, but questioned how we would carry out the valuations and how we would treat things like depreciation. AR noted that this would not be an accountancy exercise, as a small not for profit organisation, that would not be necessary. The register would be more akin to an inventory, a practical exercise helping us know where things are located and anticipate when we might need to spend some money and how much.
9. It was agreed that AR will circulate a further proposal which will include a reasonable proposition for what should be included. This should not include any de minimis items. He will include information where he can on replacement value. **Action: AR**

Six month review of community days

10. Community days have achieved a lot, with significant work done especially to the communal areas and planting spiky plants around the perimeter. They are well attended by a relatively small number of very committed plot holders. JM noted that the recent impromptu Rose Avenue compost bay exercise had been very successful and should be repeated. There have also been a number of plot holder led communal efforts, which are very welcome and highly valued.
11. Agreed that next community day would be on 27 July and would focus on Rose Avenue, tidying up the path, fence and bramble area.

AOB

12. The thyme plants for the RA border will arrive for planting by the end of July. BS will also circulate an email with the RA toolshed inventory in it.

COMMUNICATIONS FOR JULY

To:	Format of communication:	Topic/Issue:	Action:	By:
All	Email	RA toolshed lock	KW	
All	Email	Plot swapping	KW	

ACTIONS IN JUNE

Item	Action	Name	Target date/ Completed
14 Nov 2022	Investigate Rose Avenue handover terms and historic use of land	JR	May 2023
3 April 2023	Bring forward a proposal on using and letting the community shed	SB	May 2023
7 Aug	Make contingency plans for website	SB	Oct 23

4 Dec	Plan to repair/ renew RA notice board	SB/ RR	June 2024
4 Dec	Plan new planting for RA communal bed	BS	May 2024
8 Apr	Talk to Walli T about numbers of spades and forks required for RA tool shed	BS	30 April
13 May	Pursue funding for fence improvements. Refine method and costing of fence improvement. Inform plot holders of proposals	AR/ RR	End of July
13 May	Research options for first aid kit on the Farm	SB/ KW	End of July
3 June	Investigate second hand tools for RA shed	RR	End of June
3 June	Survey of on-plot composting	JR/BS/EC/RR	End of June
1 July	Check out options for RA toolshed	AR/ RR	End of July
1 July	Put forward options for changing approach to season's passes	AR/ KW	End of Sept
1 July	Circulate populated inventory of asset with replacement value where available	AR	End of Sept

Dates for the Diary 2024

1 July 2024

5 August 2024

2 September 2024

7 October 2024

AGM Sunday 10 November 2024

11 November 2024

2 December 2024