

**TAMWORTH FARM ALLOTMENT SOCIETY
COMMITTEE MEETING MINUTES
13 June 2022 @ 7pm
Online Meeting**

Attendees: Jo Rodgers, Tony Redpath, Julie Mallett Rob Rudolf, Walli Taylor, Bev Stansfield, Joan Henry

Apologies: Steffi Backhouse, Katy Willison

Item	Minutes	Actions
2.0	Previous minutes: agreed	
2.1	<p>Updated actions from previous minutes:</p> <ul style="list-style-type: none"> • 9.01 Jo updated committee on outcome of complaint and discussions with two ploholders who had been involved. Discussion around whether we need to ask for proof where allegations are made (e.g. photos) and how we can effectively handle unsubstantiated complaints (heresay) where person who is at centre of complaint denies any wrong doing. • 9.03 Julie to WhatsApp Rose Ave re volunteers to water trees planted against fence • 9.04 Tony and Julie progressed measurements and now need to discuss plans for rest of work with David. • 9.06 Jo will pick up shopping trolley issue in June's All Site email • 9.08 Manure delivery and survey – see AOB for this meeting <p>Outstanding actions update:</p> <ul style="list-style-type: none"> • 6.03 – Tony confirmed length of warranty is for the new toilet is 2 years 	<p style="text-align: right;">JM JM JR</p>
3.0	Site Maintenance and Safety Report (May 2022)	
3.1	No issues with perimeter fences or locks.	
3.2	Dumping of non-green waste on Farm green waste bay is increasing again. All parts of the site have been WhatsApp'd and posters are on the gates to discourage this. Need to monitor to make sure it doesn't increase.	ALL
3.3	Communal plot appears to be being used as a storage space by House and colleagues. Rob has spoken to them but suggested that it's appropriate for official notice to go asking them to remove these. Jo will send and ask for items to be cleared by end of June and organise posters for gates to discourage this plot being used as storage.	JR
3.4	Water meter reading recorded. Katy and Tony now know location of meter so now have 4 people who can locate and read (Rob, Jo, Katy and Tony)	
	SCHEDULED BUSINESS	
4.0	Plot management and lettings report	
4.1	Inspections: considerable improvement from April but weather conditions in May mean that many plots have seen sudden spurt of growth of grass/weeds!	
4.2	Inspection approach is to offer advice on plot management to help people get plots back into shape. One improvement notice has been issued.	
4.3	Tony raised point that inspections have concentrated on ensuring 50% of plots are cultivated but becoming increasingly obvious that weeds growing along boundaries may be an issue (this is in T&Cs). Tony asked whether committee	TR/KW

	would support this being part of inspections. Committee agreed that we should encourage people to keep boundary growth under control and that this should be part of inspection.	
4.4	There was a brief discussion around tidiness of plots/items left along boundaries outside plots (e.g. pots on paths). This has been tackled on Rose Ave but we're seeing increasing use of paths as extra space across the site. Agreed that people need to be informed this is not acceptable.	TR/KW
4.5	Lettings update: Julie reported 1 new plot holder has started on RA and paid rent. One new plot will be available on HS as Dania/James are leaving. Tony will email to confirm when plot will be vacant for letting and confirm with Julie.	TR/JM
	NEW BUSINESS	
5.0	Site security strategy – follow up to Designing Out Crime report	
5.1	Report from Designing Out Crime Team (produced December 2021 following site visit) and key bullet points from Council email (sent April 2022) had been circulated prior to meeting.	
5.2	Discussion around Designing Out Crime report main observations: <ul style="list-style-type: none"> • much of the report re-iterated things we'd brought to the attention of the Council/Police during the site visit • some concern that recommendations in report directly conflict with our agreement with Merton for self-management (e.g. installing concrete bases to sheds etc) • some of the recommendations covered things we've already been working on (defensive planting) • Tony pointed out that these are a standard format that the Designing Out Crime team will follow for multiple situations and we should take overview of recommendations 	
5.3	Jo highlighted positive points in Peter's email which said Council would: <ul style="list-style-type: none"> • carry out CCTV site surveys in the vicinity of the allotment in order to scope out the viability of potential CCTV installations on the public land in the vicinity of the allotments where the crimes / break-ins have been taking place. Subject to the results of the CCTV viability survey we will look to increase our CCTV coverage in the area with the aim of deterring crimes/ break ins from taking place. • arrange for hi-visibility CCTV signage to be installed (both at the camera and in the wider vicinity) • meet with the public spaces team to explore the options re carrying forward the recommendations about increasing the defensive landscaping on the ground between the fence and the footpath (i.e. use of prickly plants which would both match with the look of the surrounds and also deter attempts to cross the boundary) • establish costings in relation to the other fencing related recommendations made in the police EVA report to inform any decisions re possible fencing works. 	
5.4	Committee supportive of report and proposed Council actions highlighted in 5.3 above. Jo agreed to write to Peter from TFAS email and ask for update on above actions and to agree dates for a follow up meeting once we know the outcome of CCTV survey and budget implications.	JR
5.5	Short discussion around whether we could take on some further actions (such as extending fence) but need to find out more about cost implications (outcome of Council actions) and how this would affect our headline self-management	

	agreement (fence is legally the Council's responsibility so could be implications if we take on extension of fence). Agreed to discuss further once we know outcome of Council actions.	
6.0	AOB	
6.1	Community plot – Rob pointed out that area in front of shed now needs attention. Rotivating has made it more uneven than before. Discussed possibility of digging over and maybe laying turf to improve this area. Also need to erect fence and borders (fruit trees) need attention. Rob agreed to produce short list of jobs that need doing so we can arrange a further work day.	RR
6.2	Use of land around the eco loo: Tony raised how we deal with the extra space around the eco loo – whether we can incorporate this into some plots or whether we should landscape. Jo pointed out we have some little trees left from hedge planting. Agreed that we would canvas views of plot holders on RA about this.	TR
6.3	Paid for Manure deliveries: budgeted for a delivery in October. Tony raised the issue of costs and need to avoid implication that we can pay for manure deliveries in perpetuity. Walli commented that some groups (on RA) have clubbed together to arrange bagged deliveries. Jo said we'd agreed to survey plot holders for views and we should completed over summer without making any promises for future deliveries. Discussed survey questions (views on paid delivery, would people pay for bagged manure if we organised and would they volunteer to help with distribution, or would people prefer free stable manure). Julie and Walli agreed come up with a list of draft questions to circulate to committee.	JM/WT
6.4	Horseshoe rep: Joan is having to stand down as Horseshoe rep (committee congratulated Joan on her appointment as Mayor of Merton). We now need to seek a new rep for Horseshoe part of site. Jo to include in all site email.	JR

OUTSTANDING ITEMS

Item	Date	Action	Name	Complete
6.03	2 Aug 2021	JR to email Merton to check on who needs to agree change of rules/T&Cs on site.	JR	
6.01	3 Mar 2022	Farm water project – speak to ploholders for help with reconnecting tap near Priscilla's plot	JR	
6.03	4 Apr 2022	Tony to check on warranty for eco loo installation	TR	13 June 2022
7.01	4 Apr 2022	Jo to chase Merton/Designing out Crime team for site security proposals.	JR	13 June 2022

Dates for the diary
Next committee meeting
4 July 2022 – Location TBC

Committee meetings 2022

1st August
AGM 6th November

5th September
7th November

3rd October
5th December

Please make every effort to be available for as many of these meetings as possible to ensure we can discuss fully and action all items brought to the agenda and apologies are appreciated if you are unable to attend.