



## **TAMWORTH FARM ALLOTMENT SOCIETY COMMITTEE MEETING MINUTES 7.00pm, 20 November 2023**

Attendees: Hazel Norman, Steffi Backhouse (SB), Anthony Redpath (AR), Katy Willison (KW), Rob Rudolf (RR), Beverley Stansfield (BS),

### **Apologies**

1. Apologies were accepted from Jo Rodgers and Julie Mallett.

### **Minutes and Actions**

2. Minutes from October meeting were agreed. SB has chased our website provider and inquired about a backup plan. All agreed to attach higher priority to getting the paperwork for GS sorted and uploaded to the Dropbox. AR updated on the fencing plan, it will need planning permission, AR has sought agreement from Merton to apply and also waiver of two year's rent to support funding. No response received as yet, AR to chase. KW/ AR reported that soil testing is in hand, need to check in with JR on blue pallet collection.

### **Distribution of Committee roles**

3. At the AGM on 12 November, HN was elected as President and AR, KW, SB, RR, JM, JR, EC and BS were all elected as Committee members without specific roles assigned. Further to this and a discussion as to what roles were needed, it was agreed:

SB to be Chair

RR to be Treasurer assisted by SB and KW

KW to be Secretary

JM to be Lettings Secretary

AR/ KW to be joint Membership Secretary; and

BS to be Rose Avenue plot representative.

4. All agreed that there was no pressing need for plot reps for the Farm and Horseshoe since they are well represented with Committee Members being very active on sites. It was also agreed to raise awareness of the Whatsapp groups in the November email, including some examples of how it can be useful, eg when there is damage on plots or for help and support.

### **TFAS priorities 2023/24**

5. AR presented a paper setting out proposals for four key priorities for the year ahead: a) Security; b) Water Use; c) Composting/ Manure and d) Running TFAS well. He noted that these were not new, they were based on areas we have already agreed and been working on. This is an opportunity to check that these remain the priority and add anything new if

wanted. He had also set out some milestones for what we would aim to achieve throughout the year.

6. SB noted that we were well on track with running TFAS well. AR agreed but we could do more on asset management, eg producing lists of assets and their value (sheds, tools), and a maintenance schedule. This would allow us to map what expenditure might be needed and when. HN noted the benefit of this, it would allow us to earmark funding from reserves to maintain assets.
7. HN suggested that d) might include encouraging new members to contribute to the Committee. AR agreed, encouraging new plot holders would be best practice in terms of securing enthusiasm and innovation, plus good succession planning for when existing Committee members might want to step down. Agreed to have an agenda item in future covering this issue. **Action KW**
8. All Committee agreed the four priorities were the right ones, avoided over commitment and were achievable within the financial and manpower resources available to us.

#### AOB

9. Agreed to hold next workday post-Christmas in view of likely turnout.
10. We are currently in credit with Castle Water, it was agreed to change standing order to £1 a month over the winter while the water is switched off. AR will investigate quote for alternative water supplier to see whether it offers better value for money. **Action: KW/ AR**

#### COMMUNICATIONS ACTION FOR NOVEMBER

To:	Format of communication:	Topic/Issue:	Action:	By:
All	Email	Encouraging people to join Whatsapp group	KW	27 Nov

Item	Action	Name	Target date/ Completed
14 Nov 2022	Investigate Rose Avenue handover terms and historic use of land	JR	30 May 2023
3 April	Bring forward a proposal on using and letting the community shed	SB	30 May 2023
3 April	Circulate costs of re-decking the Horseshoe shed with new decking material	RR	30 May 2023
5 June	Book Capital Growth speaker for September compost master class	EC	3 July 2023

5 June	AR/ KW to consider next year's cultivation guidelines including action on cumulative non cultivators	AR/ KW	Feb 2024
7 Aug	Make contingency plans for website	SB	Oct 23
2 Oct	New contract to be agreed with GM, to include clarity over May mowing plans and documentation uploaded to Dropbox	RR/ JM	31 Oct 23
2 Oct	Arrange removal of pallets	JR	31 Oct
20 Nov	Set up £1 Standing Order to Castle Water over winter months	KW	27 Nov
20 Nov	Investigate value for money of alternative water supplier	AR	End Dec 2023
20 Nov	Add Agenda item on encouraging new members to join the Committee	KW	End Dec 2023

### **Dates for the Diary 2023/24**

4 December 2023

8 January 2024

5 February 2024

4 March 2024

8 April 2024

13 May 2024

3 June 2024

1 July 2024

5 August 2024

2 September 2024

7 October 2024

AGM Sunday 10 November 2024 TBC

11 November 2024

2 December 2024