



TAMWORTH FARM ALLOTMENT SOCIETY COMMITTEE MEETING MINUTES 7pm, 9 January 2023

Attendees: Steffi Backhouse (SB), Rob Rudolf (RR), Julie Mallett (JM), Jo Rodgers (JR), Tony Redpath (AR), Katy Willison (KW), Bev Stansfield (BS), Walli Taylor (WT), Elisabetta Costantini (EC)

Apologies

1. No apologies, all present.

Minutes

2. Minutes from December meeting were agreed. KW went through actions, noted those that had been completed. Minutes approved.

Site Maintenance

3. RR updated the Committee on current issues. All is OK, lots of rain so padlock checking and maintenance has been required. Green waste bay emptied successfully, but lots of plastic found in it, which Jamie helpfully tidied up and removed. Water meter read, no change.
4. JM raised green waste bay on Rose Avenue, concerns about what should go on it: easily compostable material, or brambles/ harder to compost material? Practically, RA plot holders are going to dump their harder to compost green waste on RA, whatever we ask of them. JM and EC agreed to discuss with Phil Smith (PS), our compost lead, an approach to share with plot holders on what to compost, where to put it and how to manage harder to compost green waste.

Action: SB to remind plot holders about not dumping plastic in the Whatsapp group.

Action: RR to remind plot holders not to use oil in locks in Whatsapp group.

Action: JR to put reminders in the monthly email.

Action: WT, EC and JM to speak to PS about a plan for the green waste bays.

Priorities and Practical task list

5. AR presented a simplified version of the priorities paper we discussed at our last meeting. The list now combines the priorities from last year, new ones agreed at last meeting, and the 2019 AGM list and will act as our sole priority list for 2023 going forward. He had assigned leadership to each priority and some rough timescales, where appropriate. One priority has no assigned leader: the water extension project on the Farm. JR set out history to the issue, agreed to take

on leadership and proposed as a first step to ask an onsite plumber for advice about how to restore water to the affected plots.

6. The Committee approved the priorities going forward. On composting, EC volunteered to lead this with Phil Smith as she has good knowledge of the subject. On water conservation, AR will reconvene the sub group to kick off the season.
7. All practical tasks were discussed, three have been completed, and plans made for those remaining.

Action: JR to ask a plot holder plumber for advice on best way forward on water extension on the Farm.

Action: EC to join PS leading on composting priority.

Action: AR to reconvene water sub group and contact plot holder with experience of boreholes.

Action: SB to put laminated maps with path responsibility in the RA shed and in the dropbox.

Action: KW to update practical task list.

Workday Setting

8. The Committee agreed three specific workdays over next four months:
 - 26 February: Ground prep for new saplings in late February;
 - 18 March: Seed swap, pruning hedges, planting trees and some common area jobs; and
 - 22 April: Rose Avenue green waste bay, combined with skip availability, and manure delivery.
9. Additional days to be agreed later in the year, likely to include September equinox

Calendar/ events setting

10. The Committee agreed we will have seedling swap available in May outside community shed and Harvest festival on Sunday 10 September

NSALG Model rules

11. AR presented a paper on NSALG model rules. NSALG developed new model rules in 2019, we are still using 2010 rules which are acceptable, but we need to decide whether to adopt the more up-to-date rules. 2019 rules are on the whole simpler, shorter and clearer. Main substantive changes are around borrowing powers, increasing the amount that can be borrowed significantly. Other key changes are around how general meetings are run and Committee members are elected. General meetings can only be quorate if 50% of members attend (ie for TFAS around 80 members), which would be very challenging and make it unlikely we could ever have an effective general meeting. It is not clear whether we have to adopt 2019 rules in their entirety or whether we can pick and choose from both sets. AR proposes to have a conversation with NSALG to determine whether we can adopt rules that offer a good level of

accountability but are also practically achievable. If we do decide to change the rules, this would need to be done at a General meeting. AR will have a conversation with the legal officer at NSALG and then bring a paper to the next meeting with a way forward. The Committee thanked AR for this work and agreed this as a way forward

Action: AR to talk to NSALG and return with advice at next meeting

AOB

12. Roy Vickery walk to be arranged, with thanks to Peter Terry for proposing it.

13. Free shed alarms offered by Merton, specifies that they have great functionality. Members agreed not to take up the offer as there were concerns about alarms going off when no one is on site and bothering residents at night.

14. KW updated the Committee on the budget. Spend is on track, but we will need to spend extra on skips this year. That will eat into our contingency. Rent collection has gone very well, almost all rent has been collected and clear reminders sent to the very small numbers who have not yet paid.

15. WT updated the Committee on the Rose Avenue inventory. She suggested we purchase additional digging forks and two wheelbarrows with rubber tyres. Committee agreed the purchase, AR will sort it. EC and BS offered to make themselves available to pick up free tools locally if they can be found.

Action: AR to purchase five forks and two wheelbarrows with rubber wheels.

COMMUNICATIONS ACTION FOR JANUARY

To:	Format of communication:	Topic/Issue:	Action:	By:
All	Email	Remind plot holders not to dump plastic waste on the green waste bays.	JR	
All	Email	Remind plot holders not to use any form of lubrication on padlocks.	JR	
Whatsapp groups	Whatsapp	Remind plot holders not to dump plastic waste on the green waste bays.	SB	
Whatsapp groups	Whatsapp	Remind plot holders not to use any form of lubrication on padlocks.	RR	

OUSTANDING ACTIONS:

Item	Action	Name	Target date/ Completed
14 Nov 2022	Complete digitalisation of papers	JR	31 Mar 2023
14 Nov 2022	Finalise document retention and GDPR policy	JR/ KW	31 Mar 2023
14 Nov 2022	Plan and execute further planting of prickly bushes/ trees	RR/ JR	30 Apr 2023
14 Nov 2022	Consider best way to invite plot holders to initiate and run new projects	EC	
14 Nov 2022	Complete data check exercise	KW/ JM/ AR	31 Mar 2023
14 Nov 2022	Investigate Rose Avenue handover terms and historic use of land	JR	31 Mar 2023
14 Nov 2022	Contact tree officer about trees around site	JR	31 Jan 2023
5 Dec 2022	Upload existing Garry paperwork to Dropbox Agree new contract with Garry before the end of Feb.	JM	31 Jan 2023 28 Feb 2023
5 Dec 2022	Send departing plot holder a farewell card and framed photos on behalf of the Committee	SB/ WT	6 Jan 2023
5 Dec 2022	Ask website designer to invoice us quarterly for uploading new material and website management	SB	28 Feb 2023
9 Jan 2023	WT, EC and JM to speak to Phil Smith about a plan for the green waste bays.	WT, EC and JM	6 Feb 2023
9 Jan 2023	JR to ask a plot holder plumber for advice on best way forward on water extension on the Farm.	JR	6 Feb 2023
9 Jan 2023	AR to reconvene water sub group and contact plot holder with experience of boreholes.	AR	6 Feb 2023
9 Jan 2023	SB to put laminated maps with path responsibility in the RA shed and in the dropbox	SB	6 Feb 2023
9 Jan 2023	AR to talk to NSALG and return with advice at next meeting	AR	6 Feb 2023
9 Jan 2023	AR to purchase five forks and two wheelbarrows with rubber wheels.	AR	6 Feb 2023

Dates for the Diary

Agreed Committee meetings for the year ahead:

Monday 9 January

Monday 6 February

Monday 6 March

Monday 3 April

Tuesday 2 May

Monday 5 June

Monday 3 July

Monday 7 August (if needed)

Monday 4 September

Monday 2 October

AGM Sunday 12 November

Monday 13 November

Monday 4 December