TUDOR ALLOTMENT ASSOCIATION COMMITTEE MEETING

**6:00pm Tuesday 6th June 2023 at 35 Queens Road, Kingston upon Thames, KT2 7SL**

# MINUTES

1. **Those attending and apologies**

Present were Paul Hay (PH) Lynn Boyd (LB), Peter Brown (PB), Jim Turner (JT), Julia Cork (JC), Richard Post (RP), Jonny Hoare (JH), and Nathalie Ashbee (NA). Chris Ridout (CR) was welcomed to the committee as a co-opted member from WD.

1. **Minutes of AGM and matters arising (not dealt with below)**

With reference to the request that a skip be hired to help clear rubbish from the site(s) it was suggested that RBK be approached to see if there was any provision for allotments at the Council’s refuse disposal site. Action?

1. **Treasurer’s report**

Accounts as submitted. LB noted that the insurance was due for renewal at £178 and suggested that this quote be accepted but that KFAG might be approached for recommendations in the future.

£2,430 had been spent on site clearance, and there was £1,000 accrued for an expected water bill at PR, leaving an expected surplus of £1,000 for the year, assuming there was no further unexpected expenditure. The general reserve stood at some £4,000 and the maintenance reserve at £22,000. It was proposed that the plot rental be raised from £9.20 to £12 per rod from 2024.

1. **Proposal for management of WD site (item 7.b.i on agenda)**

Following the sad passing of Sid Mullet PH had submitted a proposal (see attached document *Addendum 1*). In essence this said:

1. *It is proposed that the site be divided into four sections each with approximately the same number of plots. Each section will be managed by one section supervisor.*
2. *There will be no overall site supervisor and decisions affecting WD site in its entirety will be taken by the four section supervisors in consultation with the TAA membership and committee as appropriate.*

PH proposed that JC be joined by RP, CR and himself as supervisors, each taking responsibility for one area, as detailed in the document.

PH also proposed that Sid’s old plots are not included in the four supervisory quadrants since they will need the participation of all four supervisors to bring them back into an acceptable state where they can then be allocated to those on the waiting list (*see also item 7. below*)

There were no objections to the proposal.

1. **TAA Gmail address (PH)**

PH proposed that we have a formal TAA email contact address which has duly been set up : TudorAllomentAssociation@gmail.com

1. **WD specifics (item 7.b on agenda)**

JC reported that 21 plots had been leased to new people since the start of the year and that 2 existing plot holders had acquired an extra plot after renting 1 for 3 years. 1 plot had been covered over to suppress weeds and there were 1-2 that were overgrown and needed clearing. The purchase of a petrol driven lopper/strimmer/brush cutter was discussed (action?).

1. **Future of Sid’s plots (item 7.b.ii on agenda)**

Sid’s plots included a valuable collection of irises which has been catalogued and it was proposed that these could be kept as a feature of WD. A memorial garden with a bench would provide a useful communal space for the site.

There was a collection of construction materials, some of which could be used by other plot holders; the remainder would have to be cleared. Tools could be kept for shared use.

The plots would be reallocated by the WD supervisors.

1. **Dipping tanks at WD (item 7.b.ii on agenda)**

It was felt that WD would benefit from more dipping tanks, and this proposal would be considered.

1. **KHS shop and building at WD**

It was felt that there was no-one suitable to take over running the shop at WD from Peter Brewer. It was proposed that the sheds could be retained for storage purposes, but this would need to be negotiated with KHS. PH to contact KHS about this.

1. **PR specifics (item 7.a on agenda)**

JT had nothing specific to report. The trees on the border with the sheik’s property would need attention and contact would be made with the site manager.

1. **Availability of TAA membership database (item 6. on agenda)**

The committee discussed making the plot holders contact list available to the committee, specifically the site supervisors, on a shared drive, and agreed this would be a good idea. PH to investigate possible alternatives.

1. **Publication of TAA minutes**

The committee agreed this would be a good idea. NA would be asked to post the minutes on the TAA website.

1. **A.O.B.**

It was noted that the waiting list had over 100 names on it: PH proposed that we temporarily close the list until we have been able to allocate plots to those who are currently on the list.

1. **Date of next meeting**

14th September 2023, to be hosted by LB

***Addendum 1 – Document Submitted by PH***

 **Wolsey Drive Site Supervision**

**Background**

1. Wolsey Drive Allotments is the larger of the two TAA sites. Over the years the larger plots have been divided into four thus reducing the size of each plot, but increasing their number significantly and thus the number of plot holders. There are currently a total of 175 plots which are occupied by over 100 members.
2. There have traditionally been just two site supervisors despite the growing number of plot holders. With the sad death of one supervisor it is timely now to consider how the site will be managed in future.
3. The site is clearly now too large to be managed by just two people and it is desirable that more members participate in its running both in terms of efficiency and in terms of growing and increasing and promoting greater community involvement.

**Proposal**

1. It is proposed that the site be divided into four sections each with approximately the same number of plots. Each section will be managed by one section supervisor.
2. There will be no overall site supervisor and decisions affecting WD site in its entirety will be taken by the four section supervisors in consultation with the TAA membership and committee as appropriate.

**Section Supervisor responsibilities**

1. The section supervisor will oversee the day-to-day running of their section, liaising with plot holders as necessary.
2. The section supervisor will ensure that plotholder etiquette is followed eg paths and edges maintained, rubbish cleared, weeds not allowed to spread etc
3. The supervisor will monitor the cultivation of the plots in their section, issuing reminders to plotholders should their plot fail to be cultivated satisfactorily in alignment with the agreed policy.
4. The section supervisor will, in consultation with the other supervisors, decide on the eviction of plotholders who are failing to maintain their plots, in accordance with our agreed policy.
5. All committee members, including the site supervisors, will have access to the membership database and to the waiting list database.
6. Where a plot becomes vacant the section supervisor will allocate that plot to the next person who is top of the waiting list.
7. The section supervisor will induct new plotholders to their section, supplying them with a key to the site, advising them of agreed etiquette etc.
8. The section supervisor, with support from all other site supervisors, will endeavour to bring any abandoned plots in their section back into cultivation, freeing them up for allocation to people on our lengthy waiting list.