

# Royal Paddock Allotment Committee meeting minutes

**14 November 2019**

**Present:**

David Harnden – Chair	Dylan Baxendale	Jenny Bourne
Theo Christophers	Gill Hiley	Chris Knight
David Lainchbury	Robert McIntyre	Martin Scotton
Karen Saywell	Andrew Stanley	David Laughrin - Secretary

**Apologies:**; Christine Thorpe; Anne Wingrove

<b>1.</b>	<b>Selection of chair, treasurer and secretary for RPA Committee.</b>  The meeting discussed the appointment of officeholders following the elections to the Committee at the AGM on 15 November. The Chairman, David Harnden, the Treasurer, Andrew Stanley and the Secretary, David Laughrin, were willing to serve for a further year. They were unanimously reappointed. In addition, Dylan Baxendale volunteered to be Shed Controller, while Karen Saywell agreed to continue her role as Chief Plot Inspector and Vice -Chair and Gill Hiley would continue as Lettings Secretary. Jenny Bourne kindly agreed to continue as Social Secretary.
<b>2.</b>	<b>Selection of 5 plotholder representatives to Management Committee</b>  David H said that 5 plotholder representatives were needed to serve alongside four Councillors on the Management Committee for the Allotments. This Committee, which normally met once a year, supervised the RPA on behalf of the Council and dealt with any appeals.  It was agreed that the representatives for 2019/2020 should be David Harnden, Susan Saunders, Martin Scotton, and Andrew Stanley. A secretary for the Committee would be needed and Nick Baylis would be invited to fill that role if he was willing. If he was not, Karen Saywell would be prepared to take on the role.
<b>3.</b>	<b>Committee Meeting Dates for 2020</b>  The Secretary would seek to book slots in the room at the Railway for next year on Wednesday evenings, starting at 7.45pm. He would notify members of these dates as soon as possible and seek to have some meetings in the summer in the Seed Store if possible depending on the weather and members' availability.
<b>4</b>	<b>Committee Members Office Duties</b>  The Chairman would circulate dates for Committee members' office duties in the immediate future. New Committee members might like to observe a duty before their first session and might in any case like to familiarise themselves with the excellent guidance notes prepared by Gill Hiley. The Chairman would also arrange to give them keys to the Seed Store and back office.