

# Royal Paddock Allotment Committee Meeting minutes

17 July 2019, The Lion, Hampton Wick, 7.45 pm

Present:

David Harnden (Chair)	Nick Baylis	Jenny Bourne
Gill Hiley	Karen Saywell	Martin Scotton
Andrew Stanley (Treasurer)	Christine Thorpe	Anne Wingrove
		David Laughrin (Secretary)

**Apologies:** Dylan Baxendale, Theo Christophers, David Lainchbury

1.	<p><b>Minutes of Last Committee Meetings, Matters Arising and Action Register.</b></p> <p>The minutes of the last meeting were approved, subject to two amendments:</p> <ul style="list-style-type: none"><li>• The principle of filming a pump installation had been agreed but it was still to be established when an installation might be possible. The Committee hoped that this could be arranged for the autumn.</li><li>• The provision for size of installation of greenhouses and polytunnels might need clarification as the existing sizing maximum for a greenhouse seemed very large. This would be covered in a later item on the agenda.</li></ul> <p>The Action Register was reviewed noting the record of progress to date. The following additional points were noted:</p> <p><i>Item 1 : Volunteer day:</i> This had been carried out very successfully thanks to the enthusiastic volunteers from the Love Hampton Wick campaign and the Committee volunteers on the day led by Karen, plus the support of Anne in the Seed Store Café. Some volunteers might be seeking to arrange a more ongoing arrangement with at least one plotholder.</p> <p><i>Item 2:</i> No more unauthorised commercial activity on the site had been observed.</p> <p><i>Item 4 Work Parties:</i> David H was organising a work party for the w/e of 21 July. Nick Cheadle was going to arrange for the manure barrier to be set up once stakes had been purchased. Funds for the purchase of stakes were approved.</p>
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	<p><i>Items 5, 6 and 7: Purchase and Installation of Incinerator:</i> Theo was unable to attend the meeting due to a friend being taken suddenly to hospital but would follow up with a progress report out of Committee very shortly.</p> <p><i>Item 8 Water Sub-Group:</i> The sub group would be meeting shortly and would review plans for a pump installation.</p> <p><i>Item 9:</i> Jenny would look for an opportunity to publicise options for donations of produce and spare plants for local charitable use.</p> <p><i>Item 10:</i> It was not felt reasonable or necessary to change the venue and date of the next AGM but attendees might be reminded of the dark drive to the Cricket Club and the advisability of carrying a torch if arriving on foot.</p>
<p><b>2</b></p>	<p><b>Treasurer's Report</b></p> <p>Andrew Stanley presented his Treasurer's report. Funds were in a healthy state and Karen had confirmed this after a revision of the five year plan projection. Lloyds Bank had almost completed their work to adjust the arrangements for banking and authorisation of expenditure with two signatories. This would be completed before the next meeting. It was agreed that an independent examiner of the annual accounts needed to be appointed before the AGM. It was desirable that this should not be a Committee member but the individual might possibly be one of the inspection team. <b>Action: David H</b></p>
<p><b>3</b></p>	<p><b>Inspection Report</b></p> <p>Karen reported on the work of the inspection team which had followed up previous letters of encouragement and warnings. Four 7 day warnings had been issued which had led to two ploholders vacating their plots, one improving the condition of the plot concerned and one being closely monitored. Eleven further letters of encouragement had since been issued along with six 30 day warnings and eight warnings about missing plot numbers. The results of this further round would be reviewed at the end of July and if standards were not met it might be necessary to circulate the Committee with eviction proposals. In addition, in the second week in August the best plot and best newcomer awards would be adjudicated. Martin, Anne and Nick volunteered to assist with the final judging of the short list.</p> <p><b>Action: Karen</b></p>

<p><b>4</b></p>	<p><b>Social Activities Report</b></p> <p>Jenny reported on recent and forthcoming social activities. The recent wildlife forum initiated by Ruth had been welcomed enthusiastically by those who attended and interesting issues on soil, water and habitats had been discussed.</p> <p>Planning was now well underway for the Autumn Social on 15 September and volunteers would be needed, for erecting tents, judging, barbecuing, serving drinks and for meeting and greeting visitors and dignitaries from 11.30 to 12 noon. Andrew volunteered to assist with the latter. Jenny had circulated a list of possible invitations to be sent to local dignitaries and would welcome suggestions for potential additional invitations.</p> <p>Jenny also sought approval for the purchase of a PA system for use on the day and at other events for a sum of under £200. This was approved and the suggestion made that the selection of equipment should take account of the specifications used by SWLEN and by the Friends of Bushy Park for their systems.</p> <p><b>Action: Jenny</b></p>
<p><b>5</b></p>	<p><b>Filming Request</b></p> <p>David H reported on a request to film on the site which had come to nothing because no adequate fee had been offered. The Committee fully endorsed the Chairman's response.</p>
<p><b>6</b></p>	<p><b>Policy on Storage of Chemicals</b></p> <p>David H suggested that it was necessary to have a look at the policy for use and storage of chemicals on site. He suggested a small sub-committee should be formed and Karen, Jenny and Gill agreed to assist him with this task.</p> <p><b>Action: David H</b></p>
<p><b>7</b></p>	<p><b>Policy on Greenhouses and Poly tunnels</b></p> <p>It was agreed that the policy on sheds, greenhouses and polytunnels might need minor revision. The size of greenhouse allowed seemed large and the arrangements for approval were not wholly clear. It was agreed that research was needed on the most common size for a greenhouse, and David L agreed to do an internet survey.</p> <p>It was also agreed that the requirement for agreeing erection of greenhouses, sheds and polytunnels should be uniform, and all proposals should only be authorised once the Committee member</p>

	<p>responsible had consulted those on neighbouring plots.</p> <p>This policy would need to be revised on the website and applied in all future cases. <b>Action: David P, Dylan and Gill</b></p>
<p><b>8</b></p>	<p><b>Follow Up to Tracks Project phase 1</b></p> <p>Gill sought ideas on the next project to be adopted, and ran a brainstorming session to generate ideas on improvement of the area outside the Seed Store Café. Committee members enthusiastically generated ideas and Gill agreed to summarise them and discuss with Nick and David H the best way forward, before circulating proposals to the Committee. <b>Action: Gill</b></p> <p>There was also a brief discussion on what to do about further phases of work on the tracks and it was agreed that this should be looked at next year after the winter, once the longer term results of the recent work could be assessed. So far the work seemed to have been successful and it might be sensible to do skimming on other tracks round the site.</p> <p>Because of continuing speeding issues, it was agreed that the purchase and siting of two or three additional speeding signs was prudent. It might also be helpful to send a couple of seasonal emails about appropriate behaviours on tracks and on site, reminding people not to speed and to keep their paths and tracks clear.</p> <p><b>Action: David H and Gill</b></p>
<p><b>9</b></p>	<p><b>Other Business</b></p> <p>(a) Photos of Volunteers from Love Hampton Wick campaign.</p> <p>Karen suggested photos from the successful volunteers day should be put up on the RPA website and this was agreed.</p> <p><b>Action; Karen</b></p>
<p><b>10</b></p>	<p><b>Next Meeting</b></p> <p>It was agreed that the next meeting should be held on Wednesday 18 September at 7.45pm at The Railway, Teddington.</p> <p><i>There being no further business, the meeting ended at 9.10pm.</i></p>