

Minutes of Committee Meeting - Sunday 25th February 2018 11.00am trading hut

1. Those present

Chair and site rep -Anthea Schmid

Secretary – Diane Rowsome

Treasurer – Raymond Bradley

Vice Chairman – Chris Rowsome

Trading Secretary – Karen Fitzgerald

Alan LeConte

Joe Ambrosano - apologies

Ron Drinkwater

Steve Dyason

Lisa Kennett

Louise Clarke

2. Minutes of last meeting and actions - amendment to be added in.

Actions from previous minutes:

Louise -print out all Emails sent by the committee and IdVerde and put on the notice boards
-Done

Lisa has a laminator so she will laminate and return to Anthea.

Anthea - contact IdVerde re flooding - brought up at meeting - idverde not going to do anything - up to plot holders to remedy situation. Work party will be discussed with those plot holders who are affected.

Raymond - cost up the provision of new grating – awaiting costing.

Anthea – send out notices regarding considerate parking on site – still to do.

Anthea - video cameras to be put up and monitored. Karen to help find camera.

Karen and Anthea - emails to be sent out and posters put up with the dates for work parties and a signing up sheet to be in the trading hut. Drainage - next work party. Still to do.

3. Potato fest

Set up from [9.30am](#) – volunteers wanted.

Potatoes for Jackets and cook them - Anthea and Karen and lisa will do 10 each. Fillings to be Tuna Mayo Lisa , Cheese and Baked Beans. Prices £1.50 plain, £2 with 1 filling and £2.50 with 2 fillings. Chris and Diane to provide Cheese and potato pies, egg and bacon pie @£2.00 each, Anthea cakes, lisa will make apple pie.

Tea and coffee price increase to 60p – cup size is larger.

Anthea will send email via site reps hub advertising event.

4. Revision of policies - GDPR - Personal Data, Privacy policy, Draft constitution revision, Copy of the Allotment Gardeners Handbook

With the new GDPR Regulations coming into force the committee discussed how this would affect the association and discussed what needs to be put in place.

It was agreed to have a simple consent form that asks people permission to store their details and tells them what we do with those details. This is the 'opt in' or consent policy and will be a one page document – which must be signed. Any data will safely stored and

The blank consent forms will be kept in the shop - Karen to organise.

Karen to email all existing ploholders on the contact list and get email back from them consenting for us to have their address and keep these consents.

Statement to be put on Website – Chris to do.

Karen to check book for new people.

The Allotment Gardeners Handbook is out of date - new handbook is available - Karen to email out with GDPR email.

Draft of non cultivations - Anthea will be put up on the board outside the shop.

Constitution - amended copy agreed.

5. Dates

General Committee Meeting – [Sunday 22nd April 2018 – 11.00am](#) (please note this date has changed from 15th April) to discuss:

Plant Sale –Sunday [13th May 2018](#)

General Committee Meeting – [Sunday 3rd June 2018 – 11.00am](#) to discuss:

BBQ – [Sunday 1st July 2018](#)

General Committee Meeting – [Sunday 12th August 2018 – 11.00am](#) to discuss:

Veg Show – [Sunday 9th September 2018](#)

General Committee Meeting – [Sunday 7th October 2018 – 11.00am](#) to discuss:

Bon Fire [Night – Sunday 4th November 2018](#)

ANNUAL GENERAL MEETING– [SUNDAY 9TH DECEMBER 2018 11.00 AM](#)

6. AOB

Bees - Mick coming to see Lisa's plot on Friday.

The meeting closed at 12.15pm