



Committee Meeting 17 January 2024

Attendees: Stuart, Emma, Jane, Evie, John, George, Katherine, Franklin, Frances

Apologies: Joanna

Agenda

1. Committee structure
2. New shop accounting process for 2024
3. Skip
4. AGM
5. Rents
6. AOB

1. Committee structure

The committee is urgently seeking a volunteer to fill the key role of treasurer along with additional plot holders to join the committee and to share the collective responsibilities in running our community allotment. For some time a few dedicated individuals have been heavily involved in the administration of KPAA and it is evident now that the tasks should be distributed amongst a wider group of volunteers.

Regular and better communication with plot holders is also required to promote awareness of news and events. The shop window and notice board in the car park would be ideal locations to complement the Facebook blogs and emails to plot holders.

2. New shop accounting process for 2024

It was agreed that the shop will open for the sale of compost, manure and canes early February and will close early December. Assuming that there are sufficient volunteers available, the shop's opening hours initially will be Saturday from 11am - 1pm and from 3pm - 4pm; Sunday from 11am - 1pm. No cash, only card payments will be accepted and receipts to be issued for each transaction. The shop should cover its costs. The hire of tools will be suspended on the grounds of health and safety. A first aid kit and fire extinguisher to be purchased.

Stuart to look into card payment options and Franklin to draft shop notice and roster.

3. Skip

A skip to be ordered to remove the rubbish and unwanted items after the recent shop clear up.

Stuart to explore local skip hire companies.

4. AGM

7 April 2024 at KPAA.

5. Rents

Rents are due as usual by 31 March 2024. An “autumnal wrap up” email was sent out to plot holders at the end of last October announcing the rent increases (full and concessionary) with effect from 1 April 2024 and an additional notification posted on Facebook.

6. AOB

The waiting list for plot requests (available only to Royal Borough of Greenwich residents) is to be re-opened. There are currently 18 names on the waiting list and 36 neglected/abandoned plots.

New plot holders to be made aware that there is an expectation that they will play a role on the committee.

Date of next meetings:

- 21 February ahead of the AGM on 7 April.
- 20 March (pending agenda items: committee roles and responsibilities; action to be taken on upkeep of paths.)