

Allotment Advisory Group Meeting minutes

Purpose of meeting - To discuss progress and issues affecting the allotments.
 Date - 11th May 2023
 Attendees - Rosie Surridge (RS), Mark Burgess (MB), Caroline Underwood (CU),
 Pauline Butcher (PB), Debbie Leighton (DL)
 Apologies - None

NEW ACTIONS FROM 11TH MAY 2023 MEETING

No	Minute	Action	Owner	Due date
1	Plot allocation There are only two ½ plots available (14B and 15B). We have one person on the waiting list so we will offer them 14B or 15B	Write out to [REDACTED] offering her either plot.	MB	End May
2	Plot Status	Detailed report on plot status and follow up actions recorded		
3	Community Plot (Plot 23a) Seed potatoes have now been planted and a number of raised plots prepared ready for planting out of the tomatoes and runner beans that Albert is growing for us. [REDACTED] has spent a considerable amount of time and been a massive help in preparing the plot. This is very much appreciated by the Allotment Advisory Group and the Buckden Parish Council. Tomatoes and runner beans will be planted out once they have reached a level of growth where they can be moved outdoors. We need to reach out to other plot holders to try and encourage more engagement.	Put an update in the next Newsletter and request other plot holders' participation.	MB	Next Newsletter
4	A1 end seating area Work to clear the area is complete. The front of the area will be incorporated into the grass cutting by the handymen. The back of the plot will be allowed to run wild with wildflowers and plans providing food and shelter for wildlife.			
5	Pest control Pest control visit continue monthly, and reports are being provide. There remains evidence of rat activity at the site which will require a continued programme of control.	Continue to monitor monthly activity.	MB	Monthly
6	A1 end fence Due to the location of the electricity pole and the significant voltage being carried we have been advised that erecting a metal wire fencing could be a Health and Safety issue.	Arrange for the next Group Meeting to be on sight at the allotments so we can view the fence and consider a post appropriate and effective barrier.	MB	Next Meeting

	It has been suggested that we opt for a natural barrier utilising the brambles and hedgerow that is there. It is felt that this would form an effective barrier in the summer but may not be adequate in the Autumn and Winter months when the hedgerow dies back naturally.			
7	Use of weed killers. It was accepted that we cannot ban the use of weed killers and insecticides we need to ensure the rules and regulations make clear what is permitted and what is not. An extract from the rules and regulations should be printed out and displayed in the notice board at the front of the allotments.	Review and revise where necessary Once updated, print out rules and display in notice board	All RS	Next meeting Once ready
8	Parish Council Chair resignation Caroline informed the meeting that she has resigned as Chair of the Parish Council. Caroline will remain as a Parish Councillor and will continue to cover the Allotment Advisory Group in her Members Portfolio. We are saddened that Caroline has decided to step down as Chair but are extremely grateful that she will continue to represent the Allotment Advisory Group in the future.			
9	Next Newsletter Suggested items for the next newsletter are;- A. Weedkiller rules and regulations. B. Link to Green Infrastructure website and article covering what they are planning to do. C. How to make the best fertilizers D. Wormery update E. Article from the Vineyard	Compose article for newsletter. Caroline to send link to webpage. Check if [REDACTED] could pull something together. Check if [REDACTED] could pull something together. Check if plot holder would be willing to pull something together.	MB Caroline MB MB MB	End May 19th May 19th May 19th May 19th May

Date of Next Meeting – 15th June 2023 – 7:30pm via Zoom