

**BHAF COMMITTEE MEETING (24th September 2014)**

**Robert Lodge, Whitehawk Road, BN2 5FG. 6.30pm**

**Present:**

Emily Gardiner (Chairperson)

Mark Carroll (Publicity Officer)

Allan Brown (Secretary)

Anne Glow (Committee Member)

Giuseppina Salamone (Committee Member)

Maureen Winder (Committee Member)

* **Apologies for absence**

Hannes Froehlich (Treasurer)

 Steve Lucas (Committee Member)

* **Correspondence & matters outstanding**
	+ BHAF PO Box

GS has offered that her work address would be a suitable for a temporary mailing address for BHAF. She should know by 23rd November whether this will be feasible.

* **Communications, Press and Publicity:**
	+ Reaching non-internet users – DC

Apparently there are 17 pages worth of plot-holders that don’t have an email address – far more than we were expecting. MW suggested we write to all plot-holders on the list to enquire as to whether they in fact do now have an email address.

Action: Request whether the Council can do the mail out on behalf of the BHAF at the Liaison Meeting.

GS suggested that we could use a PO Box linked to her personal address, which we could use for a year at least. However, it was thought that a specific BHAF PO Box would be preferable in the longer term. A vote was taken and the majority were in agreement it would be preferable to get a specific PO Box for the Fed.

Action: Ask HF whether we could budget a suitable amount to cover the cost of a specific PO Box for the Fed.

* + Publicising Forum dates - feedback

Posters were sent to all sites for their gates and it would appear that most went up. The turnout at the last Forum Meeting was excellent.

* + Next newsletter
		- BHAF initiative (blight, chemicals etc.)

EG enquired whether we had specific items for inclusion in the next BHAF e-newsletter.

Urban Fringe Development

(It was agreed that the BHAF would write to councillors in addition to the joint statement we’ve already made in partnership with the Food Partnership.)

Action: BHAF to write to councillors

MW suggested we add a bit to the newsletter asking that people print out a copy to pass along to anyone that they may know that does not have access to the internet.

Newsletter to go out at beginning of October.

MW suggested that we ask sites whether they have anything to add to future newsletters at the bottom of the next newsletter.

Ask for further volunteers for Site Rep Focus Group and Rules Revision Group.

Put in a summary of the inspection process and explain why there is sometimes a delay in letting plots or evicting plot-holders that have let their plots fall into neglect.

Action: Double check with DC about the process of informing site reps of mitigating circumstances with regards certain tenants. They need to be informed by matter of procedure by the allotment officer about any personal/ health reasons as to why they are unable to keep on top of their plots. (Liaison Meeting)

Let people know there is a BHAF rotavator for hire.

* + - Development Fund publicity

 Positive uses of development fund – ie. mural at Tenantry.

* **Site rep elections** – roll-out
	+ Manton Road, Waverley Crescent

There has already been an email sent out by DC calling for nominations from Manton Road. RH has drafted a letter to go up on the gates of Manton Road which MC read out. It was agreed that one would be able to nominate other people on the site, as well as nominate oneself.

The notices on the gate will call for a 3 week period. In future we would aim to give site’s a month’s notice.

GS said we should clear all potential site rep job share issues with DC.

Action: Raise site rep job share at the next Liaison Meeting.

* **Working groups** – update

Rules revision and Site rep focus group. Council have agreed to fund a facilitation process but won’t be sufficient for follow up session. BHAF has agreed to meet the shortfall. Further names were collected at the last Forum Meeting.

* **City in Bloom** – update
	+ Survey

City in Bloom have suggested that we survey plot-holders and find out how many people are interested in competitions and if so, what type of competitions would they be interested in entering.

The BHAF committee don’t have the time to run the competitions, so if plot-holders would like to have competitions they would have to get involved to make it happen. Alternatively sites could run competitions internally.

EG will formulate some questions that she will circulate to plot-holders.

* + silverware

AG has collected the two main competition cups which have been stored securely.

* **Urban Fringe Development**

Situation to date covered at Forum Meeting and in the minutes for that meeting.

Action: EG to circulate letter to Committee which will then be sent on to Councillors.

We need to contact Mile Oak to reach out for them, as they weren’t present at the Forum Meeting.

* **Plot turnover** – other tenants

Figure a way to let plot-holders know that a neglected plot is being dealt with. It was raised at the Forum Meeting that sometimes people are getting frustrated with overgrown plots next to them which appear to have been neglected, however, it is often the case that these plots are being dealt with, but they have no knowledge of this.

Perhaps we need to clarify the inspection procedure, so more plot-holders have a better understanding of

* **Micro-bed pilot scheme** - update
* **Development Fund**
	+ New applications

HF said there are a couple of applications currently being processed. There may be a flurry of activity as we approach the end of the financial year.

* + Procedure

EG suggested we discuss all development fund requests at the Forum Meetings so the process is more transparent. Hopefully this will encourage more requests.

* + Whitehawk compost loo

Should we publish something letting people know that we can’t finance compost loos, as they are problematic, difficult to ascertain responsibility etc.

* **Security**
	+ Allotment Watch & PCSOs

PCSOs change so frequently that it’s difficult to maintain contact numbers, or know who to contact etc. SL and DC have said they will initiate another meeting with PC Funnell. Inform PC Funnell that the system isn’t working and people are not able to contact their PCSOs.

AG will contact Katie Bourne (Police Commissioner)

* **AOB**