

# **COTTONMILL AND NUNNERY ALLOTMENT ASSOCIATION**

## **Minutes of the Committee Meeting on**

**Thursday 6<sup>th</sup> October 2022**

**Held at The White Lion, Sopwell Lane, St Albans.**

### **PRESENT:**

Keith Reynolds (Chairman)

Terry Beckett (Treasurer)

Janet Wyatt (Secretary)

Michelle Mackenzie (Facebook Administrator)

Margaret Harris (Cottonmill Plot Officer)

Erica Weindorf (Project Officer)

Paul Littlewood (Assistant Plot Officer, Cottonmill)

Jane Ridge (Nunnery 2 Plot Officer)

Clare Norman (Sopwell Mill Plot Officer)

### **1. APOLOGIES:**

Louise Wiseman (Newsletter Editor)

### **2. MINUTES OF PREVIOUS MEETING**

The minutes of the meeting on 16<sup>th</sup> May 2022 were agreed as an accurate record. These will now be placed on the CNAA website.

### **3. ACTION UPDATE and MATTERS ARISING**

JR still not receiving web messages. **Action:** JW to check this out.

Bank repair-**Action:** KR to send contact details of Environment Agency to MH.

Fence repair on Cottonmill is to be escalated to Sandy Walkington and Councillors as SADC not responding.

### **4. TREASURER'S REPORT AND MEMBERSHIP**

The Treasurer's report is attached and was agreed by the meeting. Net income to date is £1077. Current membership is 104 (Cottonmill=51; Nunnery 1=17; Nunnery 2=24; Sopwell Mill =12). Affinity Water donation balance is £436.

## **5. SITE REPORTS**

### Cottonmill

Waiting list 49 with around 50 vacant plots but Phil Bruce-Green does not tell MH if he is sending out NCOs. No plots have been let over recent months.

### Nunnery 1

Nunnery 1 - 2 vacancies, 28 on the waiting list

### Nunnery 2

Nunnery 2 - no vacancies, 34 on the waiting list.

### Sopwell

Four vacant plots but CN is having trouble attracting takers as they are in an overgrown condition. This is a common problem at all sites. CN is in discussion with O'Connors to improve some aspects of its maintenance work. There is now a pond on a communal plots that has been planted up and is attracting frogs and newts. A wildlife corridor is being created.

## **6. COMMUNICATIONS.**

Facebook-ticking along.

Newsletter – sent out on 3rd October.

Website – Some work is being done by JR on the site and the minutes of May 2022 meeting to be posted. **Action:**JR

## **7. BIOBLITZ AND ENVIRONMENTAL IMPROVEMENT PROJECT**

Bioblitz 2 will be held on Sunday 9th and will include sessions to examine lichens and mosses and one to look at earthworm distribution. CN will be leading a group to continue to clear the grass in the orchard and will put down some meadow plants and also yellow rattle seeds. It will also be an opportunity to offer training and advice about using I naturalist to increase participation.

A number of nest boxes have been purchased and most are now in place. The pond has stalled as PB-G hasn't yet given permission for its position.

Sourcing a notice board for the project is ongoing as it is too expensive to buy a waterproof one commercially and MH is in contact with someone who may be able to make something that would be usable at an affordable price. MH has a 'Wilder St Albans' plaque that will go on the gate.

## **8. VACANT PLOTS**

KR has been asked to attend a meeting on 17<sup>th</sup> October that has been requested by Affinity Water and will include representatives of the Environment Agency and SADC. He will be accompanied by two Committee Members and has asked for a pre-meeting with them. It is likely that the meeting is to discuss the viability of some plots if the risk of flooding is to increase. MH cannot attend but is anxious to press for mitigation actions with respect to the flood problem. KR hasn't received an agenda.

Whilst not directly linked to this meeting KR has attended another meeting on JAGs and is positive about its importance. CN has attended and KR is asking for Nunnery to also be represented. **Action** JR to attend or nominate a representative from Nunnery sites.

## **9. AUTUMN FESTIVAL**

MM has been working with the other community groups to develop the Festival on 30<sup>th</sup> October at the Community Hub and posters are being displayed around sites showing the range of activities, competitions and exhibits planned. The CNA share of venue hire is £20. Volunteers needed from 13.00 to set up the room.

## **10. SUMMER SHOW 2023**

There was an informal meeting held on 5<sup>th</sup> August to plan for next year's show and EW has been in contact with a potential judge for the event which was proposed to be on Sunday 3<sup>rd</sup> September. If this date works for the potential judge JW will book the Sub-aqua Club. A question and answer session is planned for March 2023 to allow the judge to promote good practice and encourage plot holders to enter the show. It had been agreed that a couple of the Committee (MM, EW) would be asked to take responsibility for an activity or group of activities needed to prepare for the show and would create a small working group to deliver the activity from amongst members to encourage wider participation. JW will act as secretary to the sub-groups. TB has prepared a breakdown of necessary activities.

## **AOB**

MM has modified the CNAA logo and it was agreed it would be adopted.

**Action:**MM to send out new version.

## **DATE OF NEXT MEETING**

12th January 2023

## **Action Summary**

Website	Check take over monitoring emails received through website-chase	JW	On-going
Website	Post May 2022 minutes	JR	
Bank repair	EA contact details to be sent to MH	KR	On-going
Tool storage on Cottonmill	Consider solutions for communal tools	All	Defer
Fence repair Cottonmill	Letter to Councillor and Sandy Walkington asking for funding	EW/KR	
Risk assessment, risk policy, volunteering policy	First draft to circulate to Committee	JW	On-going
Affinity Water presentation	Arrange an open evening for the Affinity Water Engineer, Ilias Karapanos, to make a presentation	KR	Defer
JAGS meetings	Representative from Nunnery sites to attend	JR	
CNAA logo	Circulate modified version	MM	

