

EDAS COMMITTEE MEETING

Monday 17th February 19.30

Present: Andrew Caisley (AC), Christina Fox (CF), Clare Harrington (CH), Sam Murphy (SM), Jon Wilkins (JW)

1. Apologies for absence: Craig Evans (CE), Martin Newhouse (MN)
2. Actions from the last meeting: Reviewed
3. Approval of last meeting's minutes: Minutes approved with minor corrections
4. Waiting list update: No update as CE not present
5. Site rentals status:
 1. CF advised that every plot is rented (noting one plothead will shortly go from a full plot to a half plot, will come available in due course. Committee agreed to offer help moving things
6. Gardening Club status
 1. CF advised that 6 new GC have been signed up (234 is fully rented, 147 fully rented except 147-5)
 2. Action: JW to invoice 147-2, 147-6, 234-1, 234-3, 234-4
 3. Action: JW to add payment details to the Waiting List (GC plots sheet)
 4. Action: SM to follow up to arrange up to another 2 plot viewings (in addition to 1 already scheduled)
7. Strategic Projects
 1. Gate project
 - i. Ground preparation agreed for the March maintenance morning
 - ii. Action: CH to accept quote from Harrow Fencing to supply and fit new 1.2M, inwards opening pedestrian gate and supply 5 sections of spare fencing @ £2,240
 - iii. Action: CF to request meeting with pathways for CF, CH, JW to discuss gate project and follow up on finance matters from previous discussion
 2. Site audit - No update
 3. Manual and calendar - No update
 4. Communal plot
 - i. Reviewed presentation from CE, were largely supportive, and aligned on feedback - Action: AC to provide feedback to CE
8. Maintenance
 1. Agreed to work in zones with a zone leader
 2. Action: AC to buy
 - i. 2-3 pairs of loppers bypass not anvil (extendable for some)
 - ii. Bituminous paint
 - iii. Bin bags
 - iv. Round turn handle for shed
 - v. Forest green shed paint 20l
 3. Action: CF to buy
 - i. Stihl hedge trimmer
 - ii. Gardening gloves
 4. Action: JW to book a skip for next maintenance morning
 5. Action: SM to create a new QR code for a maintenance morning WhatsApp group
9. FYI – tree surgeons onsite on the 27th Feb
10. Site inspections & follow-up/outcomes - Nothing to report
11. Social / digital media - Nothing to report
12. Communicating with members

Action: CH to share mailchimp login details with Sam

Action: CH to send next Mailchimp

13. Confirm date of next meetings

Monday 17th March

Monday 14th April (not Monday 21st April given Easter)

Monday 19th May

14. AOB

- Summer open day Sunday 6th July
- Halloween Saturday 1st November
- Action: CH to get Tom Boswell to do an annual tree inspection when trees are in leaf