

## PARKS & COUNTRYSIDE FOOD GROWING FORUM

### MINUTES OF MEETING HELD ON

13<sup>th</sup> May 2015

Board Room, Farnley Hall

<b>Present:</b>	Cllr Jack Dunn (Chair & Deputy Executive Member)	(JD)	LCC
	Paul Ackroyd	(PA)	LCC
	Lynne Rogers	(LR)	LCC
	Joe Foster	(JF)	Hollin Lane AA
	Paul Wilkinson	(PW)	Osmondthorpe AA
	Sharon Gibson	(SG)	Osmondthorpe AA
	Terry Baynes	(TBa)	Rothwell AA
	Melvyn Nowland	(MN)	Headingley Station West AA
	Tom Bliss	(TB)	Feed Leeds

		<b>Action</b>
<b>1.0</b>	<b>Introductions</b>	
1.1	Councillor Dunn welcomed everyone to the meeting and asked people to introduce themselves and to state which group/allotments they represented.	
<b>2.0</b>	<b>Apologies</b>	
2.1	Apologies were received from John Preston (TCV) and Gemma Jarvis (South West Area Representative)	
<b>3.0</b>	<b>Minutes and Matters Arising</b>	
3.1	<p>Page 2 (5.0) ID Badges – Cllr Dunn asked whether the badges had been produced. (LR) explained that the wording had been agreed for the badges but instead of adding a photograph it has been agreed that a logo should be created. Suggestions for designs for the logo should be submitted to (LR) before the next meeting.</p> <p>Page 2 (5.1.) Allotment Competition – the question was asked as to whether there would be an allotment competition this year. There followed a general discussion as to what type of competition should be held in the future with suggestions such as it could be a low key event with a fun element. (TB) asked the group what was the purpose of the competition – was it to promote allotments, improve standards or celebrate allotments. (TBa) asked the Chair that In the absence of a representative from the LDAGF a decision should be withheld until a member could attend a meeting due to the fact that the LDAGF have been involved with the allotment competition in Leeds for a number of years. It was agreed to discuss the format of future competitions at a meeting later in the year.</p>	<b>LR/ALL</b>

<p>4.0</p> <p>4.1</p>	<p>Page 2 (5.2) Allotment Rules. (LR) informed the group that very little feedback on changes to the Allotment Rules and Structure Rules had been received since the last meeting. Therefore the rules will be updated with comments from the last meeting in February and circulated to all association secretaries and city controlled site representatives. It was agreed that any changes each site would like to make , such as what structures to be allowed on full plot, half plots etc should be discussed and agreed at their AGM before implementation.</p> <p>Page 4 (9.1) Cultivation Licences – (PA) informed the group that a set procedure was in place for Parks and that Mark Wheelwright would be the contact for Housing.</p> <p>The minutes were then agreed.</p> <p><b>Area Representative Updates</b></p> <p><u>North West Area</u> - (JF) stated that he had set up an email mailing list for all sites within the North West and had received a couple of replies mainly concerning general maintenance and site inspections on city controlled sites. He informed the group that on Hollin Lane a list is published and put on their notice board, informing members of inspection dates. In response (LR) stated that it is not possible to do this for all city controlled sites, however, as two thirds of all city controlled sites have site representatives in place, where plots are not being cultivated - this information could be passed onto the Allotment Officer so that action can be taken. The maintenance requests had been forwarded to (LR) to pass onto the relevant Parks Area Officer.</p> <p><u>North East Area</u> – (PW) informed the group that he had visited one of the sites within his area – Red Road. There is a new committee in place on Red Road who were looking to improve their site. In order to assist them clear up their allotment site he had contacted Payback in the Community who have been working on his site which is Osmondthorpe. For anyone interested in getting help from the group on their sites he can give them the name and number of the supervisor. They provide their own equipment but will need access to a toilet, water for making drinks and shelter.</p> <p>(PW) continued that the main problem experienced on allotments was site security. Red Road had had CCTV extended to cover their car park and allotments with funding they had obtained. It was suggested that those associations who had been successful in obtaining grants and external funding could circulate this information to other associations. Cllr Dunn suggested that members also contact their area committees (HAP – Housing Advisory Panel) who can give small grants. However, in order to receive this funding, groups would need to have a constitution and bank account.</p> <p>(SG) informed the group that grants were also available from POCA (Proceeds of Crime Act) grants of up to £5,000 are available and local organisations and groups can apply. (TB) stated that Feed Leeds were also looking into the possibility of arranging funding for small grants for items</p>	<p>LR</p>
-----------------------	---	-----------

	<p>such as tools for those groups who may not have a constitution in place.  <u>South West Area</u> - update at next meeting.</p> <p><u>South East Area</u> – (TBa) informed the group that he had visited all the sites in his area. However, in Rothwell there is already a process in place whereby each site has a representative who meet on a regular basis. They also have a shop and office on one their sites which is open every Thursday morning for members to raise any issues they may have which is manned by the secretary and treasurer of Rothwell AA. With this format already in place he is open to extending the South East area to encompass other sites. (LR) informed the group that a slight change to the areas had been made and the South East now includes Garforth and Kippax.</p> <p><b>5.0 Community Group Updates</b></p> <p><b>5.1</b> LDAGF – update at next meeting  <u>Feed Leeds</u> – (TB) informed the group that Feed Leeds have been involved in a variety of projects such as pocket beds, edible beds in Parks, guided walks, many of these projects in conjunction with TCV. Feed Leeds are also involved in the Kirkstall Valley Park Project (Chaired by John Illingworth) which is looking into the possibility of developing a ‘community food growing proposal’. Another exciting project is the Urban Orchards funded by ‘Bulmers’. They already have orchards in London and Hereford and are looking at putting orchards into Leeds, Manchester and Scotland. They are hoping to recruit a Project Manager to carry out visits to schools, allotments, other groups to look at finding land to create community orchards to increase pollination as well as produce fruit.</p> <p><u>TCV</u> – an email was circulated containing an update of projects being carried out by TCV. The garden at Hollybush is continuing to be used 4 days a week for adults with learning disabilities and 2 days per week open garden group. The garden contains 4 food growing areas, some food goes to the café and some used by the groups themselves. Garden at Inkwel - unfortunately the landlord has given notice on the licence for the garden so from early May TCV and MIND are no longer able to use the garden. However the group continue to meet on Tuesday and Thursday mornings to tend the terrace and planters in front of the Centre. The Backyard Garden course will run on Tuesday and Thursday mornings using large planters.</p> <p>Both Gardens are open for the Feed Leeds Edible Garden Trail on 7<sup>th</sup> June (which is also the Hollybush Spring Plant Sale and will be open from 11-4)</p> <p>Two orchards in Burley Park are in bloom. Kirkstall Valley Community Food Growing Proposal and Urban Orchards (see Feed Leeds above)</p>	
<p><b>6.0</b></p>	<p><b>Any Other Business</b>  (JF) informed the group that he had noticed that a number of allotment sites had signs at the entrance to their allotments and wanted to know how and where these could be purchased. (PA) informed the group that these could be produced via LCC City Signs and the price would be dependent on the design. Usual cost is around £117 for a double sided sign.</p>	

<b>7.0</b>	<b>Date of Next Meeting</b> It was agreed that the date of next meeting should be held on 2 <sup>nd</sup> September at 2pm in the Board Room at Farnley Hall.	
------------	--	--