

**Hounslow Community farming Members meeting agenda – 6<sup>th</sup>  
October 2009, Green Man pub, Green Man Lane, Feltham**

<b>ITEM</b>	<b>DETAILS</b>
HCFA site development	<ol style="list-style-type: none"> <li>1. Progress on site clearance and planting</li> <li>2. Overview of next steps – shed, shelter, keys, plot payment etc</li> <li>3. Site development plans – composting facilities, toilet</li> <li>4. Expansion of HCFA activities – additional plot allocation</li> </ol>
Volunteering/workdays	<ol style="list-style-type: none"> <li>1. Proposed structure to work days – trustees rota and weekly members newsletter</li> <li>2. Volunteer rota online</li> <li>3. Time sheet to record members contributions</li> </ol>
Organisational development	<ol style="list-style-type: none"> <li>1. Outline of proposed long term structure of HCFA and basis for member and trustee engagement</li> <li>2. Overview of business plan</li> <li>3. Next steps</li> </ol>

<b>DATE</b>	<b>EVENT</b>	<b>WHO'S ATTENDING</b>
12 <sup>th</sup> October	Trustees meeting	Trustees
13 <sup>th</sup> October	SEL income generation event	TBC
2 <sup>nd</sup> November	Members meeting	All
6 <sup>th</sup> November	Bonfire night	All