



Minutes of (Zoom) Committee Meeting Monday 7th September 2020

1. Present: Chairman; Carole Allen-Morley, Secretary; Denise Audoire, Grounds Maintenance Co-ordinators; Wayne Lawrence, Vincent Coutable, Committee; Bill Chandler, Melissa Doherty, Ian Todhunter, Stephen Treglown
2. Apologies – Jenny Fakes, Diane Kingston, Robert Le Grice, Alex McArdle & belated apologies Iain Messenger
3. Minutes of the last Committee Meeting Monday 6th July 2020 were agreed
4. Matters Arising – Denise and Bill presented a card to Phil Evans the previous Secretary, who has recently given up his plots. Phil was thanked for his previous hard work. Denise also delivered a gift voucher to him for £30.
5. AGM Preparation – The AGM will be held at the Comrades Club on Wednesday 14th October. Only 30 will be allowed to attend. Masks may be worn and social distancing will be adhered to. The AGM will be short and without speakers. Zoom may be available for Members not attending in person.
(SINCE THE MEETING NEW GOVERNMENT REGULATIONS WERE ANNOUNCED RESTRICTING MORE THAN 6 PEOPLE GATHERING TOGETHER. ZOOM WILL NOW BE USED FOR THE AGM WITH A BALLOT BOX AT THE COMRADES CLUB FOR VOTING BY PAPER)
 - Start at 7.30pm
 - Apologies for absence
 - Minutes of the last AGM. 14th October 2019
 - Matters Arising
 - Chair's introduction
 - Secretary's report / Treasure's report / Ground Maintenance Co-ordinator's report
 - Committee Nominations – Chair; Carole Allen – Morley, Secretary; Denise Audoire, Treasure; Robert Le Grice, Ground Maintenance Co-ordinators Wayne Lawrence & Vincent Coutable and 5 other Committee Members still standing, 2 to confirm plus 1 co-opted Member to confirm. Craig Findlater will only join again if a vacancy as a full Committee Member is available. Nominations for Officer and Committee positions will close a week before the AGM on 6th October. Voting will be by ballot box on the premises or Zoom if possible.
 - Rent / Deposits / Subscriptions – Propose to raise rent to £1.40 per rod to cover rent increase from Broadlands. No change to subscriptions or deposits.
 - Honoraria – Propose no change
 - Voting will be by ballot box on the premises and counted on the night if possible. Also on Zoom if available..
6. Plots Update / Waiting list / Notice letters –
 - Iain Messenger, Stephen and a team have cleared plot 13. Surplus rubbish on plot 14 needs to be cleared as some Members are adding to it. Wayne offered to take the wire, metal will go on the scrap pile and Iain will take the logs. Iain and Stephen were thanked for the work.
 - Denise reported that there are 60 on the waiting list including 10 wanting an extra plot or a specific plot. There are 2 vacant plots, 13 & 117 plus plot 14 to be used as a community plot. 10 more to be available on rent day are 24A / 26A / 41B/ 47A / 47B / 66 / 94A / 99 / 129 & 142 giving a total of 13 vacant plots on rent day, no plots will be let until then because of the rent increase. It was agreed that large plots will be split and new Members will only be offered up to 5 rod plots.

- Due to Covid -19 lockdown inspections were stopped but resumed again when lockdown eased at the end of June. Iain and Stephen inspected all of the plots as a way of resetting the check. After checking the list Denise sent out 3 one month's notice letters. One of these has since given up, one plot will be split into a smaller plot to enable the member to cope with it and one other will be served a notice to quit letter if no work has been carried out during the notice period. This will be agreed by Committee at the end of notice period. 9 other members were contacted resulting in 3 pledging to work their plots in order to keep them and 6 giving their plots up. Committee Members will continue doing plot inspections from April to September.

7. Finances –

- Income since last meeting is minimal. Expenditure, awaiting invoices for skip £330 and stone £60. Insurance premium for £79.80 was extended to August has now been paid. Other expenses included £378.16 for signs and notice board, £14.32 for weed killer & £30 for Phil Evans's gift voucher. Total funds £8,429.88 includes £4,190.00 held in deposits and £4,239.88 RAHA funds available for spending.
- Rent day may take place at the allotments. Preferred payment will be by internet banking or card payment. Robert has purchased a card reader. Members will be strongly discouraged to pay by cheque or cash. Robert prepared a spreadsheet showing payments calculated at £1.40 per rod plus subs at £12.

8. Grounds Maintenance Co-ordinators –

- a. Signs / Notice Board - New signs and notice board will go up this weekend. Wayne and Vincent will carry out the work.
- b. Road Repairs - Wayne suggested applying for Council funding to repair the roads. The road could be tarmac or concrete. Speed ramps may have to be included to avoid speeding and drainage included to collect surplus rainwater. Wayne will follow up with a quote. Committee are yet to decide if we want a tarmac road.
- c. Working Parties – Stephen and Iain arranged the clearing of plot 13 and Stephen has painted the gates. Hedge cutting is now run by Broadlands. Vincent offered to cut any parts of the hedge on the inside if needed.
- d. Pumps – Only 3 members had previously replied to Carole's e-mail to claim their pump was private. Iain Messenger was hoping to get the pump on plot 17 repaired and used as a shared one. The Member has declined help and will repair it himself. Any new Member with a pump on their plot will be advised to share it. The aim is for all pumps to be shared.

9. CCTV – Robert spent the last year testing low cost cameras which have not been suitable. A higher priced one is needed which may be larger. Robert will be asked to look at the cost before the next meeting.

10. Matters agreed in between Meetings –

- Phil Evans's Gift – It was agreed to spend £30 on a gift voucher for Phil.
- Road Signs – The type and purchase of road signs were agreed.

11. Dobies Seeds – Group discount due this year is £115.56 slightly up on last year. 53 orders were received. 60 new catalogues are ordered and should be available for rent day. Discount is the same at 45% off seeds and 10% off other items.

12. Any Other Business –

- Plot numbering – The Committee agreed to number plots which aren't already numbered.
- Rats – A new type of contraceptive for rats has been developed. This will be looked into to find out if it would be suitable and licensed to use. Members are reminded to keep a tidy plot to deter rats.
- Paths – Compost bins obstructing the path between plot 140 & 142 will be cleared for access.
- Waitrose Token Scheme – The scheme is not accessible now because of Covid -19. When it is running again it will be discussed at a Committee Meeting with a view to being used for the Community plot.
- Plot 14 – Using the plot as a Community plot will be discussed at the next Meeting. Members will be asked their views on the subject at the AGM.

- Greenhouse – Request from a Member for two greenhouses to be built together larger than the guidelines advise. It was agreed that they could be built, as long as they are both used. Otherwise only one would be allowed.
- Facebook – Melissa has removed unsuitable post from the Facebook page. Ian asked if non Members were allowed to join the group. Melissa confirmed that they can join.

13. Diary Dates –

A G M – Wednesday 14th October 2020 – 7.30pm (Subject to change)

Rent Day – Saturday 17th October 2020 – 10.00am – 12.00 noon (Subject to change)

Committee Meeting (Zoom) – Monday 9th November 2020 / 7.30pm

