

Coltishall Allotments Association
AGM, 30 May 2019, 1930 Church Rooms

Minutes

Present: Bill Dickson (Chairman) (BD), Campbell Jones (Parish Council) (CJ)
Susan Webb, Darren Dowthwaite, Robert Oakes, Lynda Alexander,
Tricia Dickson, Claire Knight, Gary Williams, Nicola Payne, Sara
Ward, Julian Rickett, David Francis, Lawrence Matthews,

1. Apologies

Apologies were received from Sally Hall, Angela Britcher, Peter Coles.

2. Minutes of last meeting and AGM

The Minutes of the 16 May 2018 AGM were agreed, and signed as a true and accurate record by the Chairman.

3. Matters arising

There were no matters arising.

4. Chairman's Report

The Chairman thanked: the Committee for their advice and support in the last year; the Parish Council for cutting the boundary hedge from Chapel Lane to the Orchard, and for their positive engagement; the Clerk for her generous support; and Lynda Alexander who, although not a member of the Committee, took on the considerable task of collecting the subs.

There was only one vacant plot, and that had become available only that morning, and a short waiting list. The committee had divided one plot into two half plots at the request of the original plot holder who had found someone to take over the other half, and are always happy to consider this. The allotment site was looking much better than a year ago, and he thanked everyone who had contributed to that, including Barry Boddington for his scrap metal collections last summer, as well as to those who had put up plot numbers.

There had been no real repair and maintenance issues this year, but Philip had fixed the odd water leak and replaced taps.

He repeated some reminders from last year. Under the terms of the third party insurance cover plot holders are obliged to ensure that their plot conforms to a minimum safety standard. As a matter of law plot holders have a duty of care to anyone on their plot, regardless of whether they have given permission for them to be there. There were a small number of neglected and uncultivated plots and suggested that the new Committee should address this.

He informed the AGM that in the latter part of last year the Committee had removed with difficulty a tenant whose attitude towards the tenancy rules and behaviour had become increasingly extreme. He proposed that the next Committee should consider whether the existing rules could be made simpler and clearer, including whether carpet should be banned altogether as one of the biggest bugbears we have when plots are changing hands. He also noted the precarious state of the Allotment Association's finances. The basic principle is that the Allotments must be entirely self-financing yet the Association had no money set aside for emergencies, repairs or future improvements. He recommended the opening of a contingency fund as mentioned at last year's AGM and agree in Committee in October. He would return to this at a later item on the agenda.

He invited CJ to present views on behalf of the Parish Council.

Parish Council

CJ said that the Parish Council wanted to maintain a hands-off arrangement with the Allotments Association. As Owners of the allotment site, he saw advantage in the Parish Council and the Association reaching a formalised agreement setting out the expectations and requirements of each side. He would consider this with the Clerk. The Chairman welcome this and noted that he had made a similar suggestion some time ago.

He agreed that the site was looking much tidier. He strongly recommended the setting up of an allotments contingency fund.

5. Finance Report

The closing balance at 31 March was £1872.51. Between 1 April 2019 and 16 May 2019 a further £405.00 has been collected in rent for the 2019/20 year and £55 has been paid to the allotment association. This gave a current bank balance of £2,222.51.

CJ noted that the Tarmac Landfill Communities Fund provided a source of funding for local community projects and might be relevant to the Allotments Association.

The AGM agreed that the Committee should go ahead and make arrangements to open a contingency reserve account with an initial deposit from the current balance.

6. Rent Review

Rent for the current financial year is £20 as agreed at the last AGM. The Chairman noted that the April Committee meeting had proposed to maintain the rental at the current level of £20 for next year 2020/21.

The AGM unanimously **agreed** to maintain the rental payment for 2020/21 at £20

7. Elections

The AGM **elected** the following Committee:

Bill Dickson (elected as Chairman at the immediately following Committee meeting)

Lynda. Alexander

Darren Dowthwaite

Susan Webb

Robert Oakes

Theresa Dean

Philip Thrussel

8. Open Forum

Members suggested that the allotments webpage on the Parish Council website needed further development. The Chairman agreed and hoped that the new Committee would be able to take this forward.

A member thanked the Chairman for all his work on behalf of the Association.

The Meeting closed at 8.00pm