

**CAPEL ST MARY PARISH COUNCIL**  
**Allotment Management Committee Meeting**  
**Wednesday 24<sup>th</sup> April 2019**

*Meeting commenced 19:00hrs on site  
followed by a meeting in the Parish Council Office commencing 19:30hrs*

**PRESENT:** Cllrs Bishop, Harris and Julie Lawes (Clerk)  
Geoff Cox, Charles Heath, Dennis Smith and Graham Whybrow

**01.19 Apologies for absence**

Cllrs Matthews, Powell, White and Philippa Brandon

**02.19 To approve the minutes of the meeting held 17<sup>th</sup> October 2018**

**PROPOSAL:** That the minutes be signed as a true record of the meeting held.

**Proposed:** Cllr Bishop

**Seconded:** Geoff Cox

**PASSED**

**03.19 Matters arising from the previous minutes**

Dennis Smith issued the clerk with a Babergh District Council Planning document advising Building Regulations were not required for the new clubhouse structure.

**04.19 Correspondence**

Charles Heath reported we have again received a full Small Business Premises Rate Relief from Babergh District Council making the charge £0 rather than £147.30.

**05.19 Treasurers Report – Geoff Cox**

Site Maintenance	£1522.00
Site Capital	£2262.15
Rotovator Fund	£2775.97
Mower Fund	£3752.00

Last years agreed budget was £1412.00 with the actual expenditure £1010.50, an underspend of £400.

**06.19 Site Managers Report (Dennis Smith)**

The work-in took place on the 7<sup>th</sup> April with 27 volunteers attending. Work was carried out in the nature reserve, table tops replaced, road plainings laid, stones in car park, the polytunnel, shutters and clubhouse were cleaned. Repairs carried out to the posts and new noticeboards followed by a wonderful AGM which Cllr Matthews attended on behalf of the Parish Council.

All plots are rented until the end of the year with a few requiring work. There is currently no waiting list. There have been several hires of the cultivator and rotovator both of which require maintenance work. The septic tank has recently been emptied. The concrete will soon be laid for the new clubhouse after which we will then look to build.

**07.19 Any other business**

1) Charles Heath issued show schedules to those present.

**08.19 Date of next meeting**

23<sup>rd</sup> October 2019 meeting in the Parish Council office 19:30hrs.

*Meeting closed 19:48hrs*

**END**