

Capel St Mary Allotments Association
Minutes of General Committee Meeting
Monday 18 November 2019

Present: PB, PH, DA, DS, GW, MD, GC, AA Apologies CH, GL, WR

1. Minutes of General Committee Meeting - 16 September 2019

- There were no matters arising from these minutes

2. Executive Meeting – 14 October 2019

- Calendar actioned and distributed.
- AGM/Work In to now be on 26 April, Management Meeting on 29 April and Exec on 23 March 2020.

3. Management Committee Meeting – 23 October 2019

- CH, DS and Malcom Fenn viewing site to ensure Parish Council have all relevant info on items they insure for us. DS to mention trailers/horsebox as to who insures these.
- A simple risk assessment and timescale for this to be discussed at next Exec Meeting.

4. Treasurer's report - GC

- Grand Total - £9,564.42 Current Total Cash Available - £2,069.06 Rotovator - £585.97

5. Grant Applications – NAG Trust

- Awaiting confirmation of grant available following their meeting on 27 November 2019.

6. Stores Managers Report

- Thanks to all who helped man hut over year and to CH for auctioning stocktake.
- Hut duty rota for 2020 now being circulated.

7. Site Manager's Report

- 3 plots currently available
- Work in – 19 attended and jobs completed included:
 - Erecting new shed as a workshop
 - Creating new parking area
 - Tidying wildlife area
 - Still need to replace toilet roof and will need assistance finishing workshop.

8. Seed Scheme

- All going well with 57 orders for potatoes (50 in 2018) - £644. PH requested assistance when potatoes arrive to sort / distribute.
- Seed orders 70 to date (similar to 2018), few still not using online ordering.
- Thanks to MD and PH for spreadsheet of orders and PH to email this to CH.

9. Membership Secretary's Report

- Area collections still being completed.
- AA raised question of whether membership could be paid by BACS in future to make it easier for people to pay. MD to look into this idea.

10. IT

- MD explained had been looking at Google Analytics and hits are up 31% since new site launched in September.
- There is a 55% open rate on newsletters and 80% on plot holder specific emails. These figures are good compared to other companies / organisations.

11. Show

- WR /CH to meet late November.
- WR received possible recipes for Show 2020.
- WR received a letter of thanks from Dennis Page for his gift.

12. Capel Capers

- December – plots to rent, hut closed, summary of 202+ and looking ahead to 2020..

13. NAS / SSALG

- Meeting held on 16 November 2019.
- AGM – Key positions remain the same. Unfortunately out of 27 potential societies only 6/7 regularly attend meetings.
- This year Ipswich will be doing the Suffolk Show.

14. General Secretary's Report

- Allotment magazine – MD to email members to let them know when they can collect a copy if they want one.

15. Chairman's Report

- Nothing to report.

16. AOB

- Ideas were requested to replace current summer BBQ – Barn Dance, hog roast, simple BBQ, band. Was suggested all come to January meeting with ideas / prices etc to discuss further.
- Volunteer(s) still required to look after on site toilet. PB to talk to WR.
- Card machine in hut. Will look at possible costs / how it would work.
- Allotment meetings. Should we have more sub committees / less main meetings. To be discussed at Exec Meeting.

Meeting closed at 9.10pm

Date of next meeting: 20 January 2020

Circulation: General Committee members, SB & notice board.