

Capel St Mary Allotments Association

Minutes of Executive Committee Meeting

Date: Monday 12th April 2021

Location: Owing to the coronavirus pandemic the meeting was held in the open air, observing social distancing, sanitising spray and gel available.

Present: CH, GC, GW, PB, DS

1. Minutes of Exec meeting on Monday 12th October 2020

What happened to the NAG funds? PB has not received a reply from NAS.

Action: PB will contact SSALG to enquire and also ask if the £50 donation for the Show is still available

2. Minutes of General Committee Reports for 15th March 2021

It has been agreed to enter the Scarecrow Trail competition. The head of the old scarecrow has been located and we have enough props for the 2021 entry.

MD will provide quotes for a new Allotment printer

GW has pallets to reinforce the new container for wood chippings

3. Chairman – CH

Man Com meeting 26th May. Site visit followed by meeting, venue TBC. CH has received official approval from the PC to buy a new mower, a Harrier 41, and will inform the PC when it has been purchased. He will mention that he has paperwork to prove that permission to extend the first poly tunnel was received before the work was started. CH has framed the Banksian medal for 2020 awarded to the committee for organising and adopting strategies to keep the site running within legal constraints during the pandemic. CH was thanked by the meeting.

2021 Flower and Produce Show. It has been decided to go ahead as normal, abiding by applicable rules at that time. The hall has been booked for 2021 and 2022. The committee thanked Andrew Tokely for his suggestions **Action:PB** to thank Andrew Tokely for his suggestions.

The schedules and posters have been printed. Upstix has sponsored printing the draw tickets and we have received sponsorship from JM Doors. The time restraints for photographs and handicrafts have been altered to the last 30 months. WR will include this information her letter accompanying the schedules.

Action: PB will contact the judges and also SSALG about the £50 donation

4. Secretary – PB

AGM and Work-in 23rd May. The work-in will be in groups of not more than six. In accordance with regulations proposed for 17th May onwards the AGM will be held outdoors with a maximum of 30, not including staff. Masks will be worn. If wet, undercover outdoors. The safest way to serve refreshments was discussed.

A draw will be held but will be on a smaller scale than in the past. CH asked for contributions for prizes.

The risk assessments for storage of machinery, use of machinery, use of machinery by plot holders, and general safety were discussed. Producing a risk assessment for the show was discussed and GC suggested that the NAS be consulted. **Action: PB** will circulate the example of a risk assessment from the PC and also contact the NAS for advice.

The Picnic on the Plot. Decided to finalise date, July 24th or 31st, at the General Committee meeting on 21st June. It will be a low-key affair with some games and perhaps a barbecue. It will have to be advertised and a subcommittee formed.

Action: CH to ask Angie and David Armitage if they are still interested in organising the event.

5. Site Manager - DS

In his report for the Mancom meeting DS will include new plots, the new building, the polytunnel extension, the shelter for odds and ends, and the scarecrow. He will also mention the problem with drainage in some areas of the site. As the weather was so wet after the budget was agreed, the store of road planings has been used up repairing damage to the tractor paths and the Allotments Association need to buy some more before the next budget.

At this Exec meeting, DS reported that there were 11 people on the plot waiting list and 3 waiting for a poly tunnel plot. Plot 16B has been relet. DS has inspected the site and will contact plot holders who do not seem to be using their plots to see if they want to give them up. The flowers bought with money from the garden club were looking good at the entrance of the site.

DS gave invoices and subs from new members to GC.

Jobs for the work-in include tidying the Wildlife area, work on the woodchip storage area, some fenceposts to be replaced, waterbutts behind the sheds to be tidied up, arrangements to feed water from the new roofs into the pond, a ramp up to the clubhouse, wheelbarrow repair, painting, and repair of the hole at the entrance to the carpark.

6. Stores Manager – GW

Hut sales have reached £6809. Thanks to everyone who has been on Hut duty and also to Dennis for putting out the tables. Help is still needed for 2nd May and some of the rest of May and onwards.

7. Treasurer and Membership – GC

Grand Total Cash	£12927.76
Total Available	£9191.26
Rotovator	£815.97
Site Maintenance	£1332.17 debit.

Membership year started with 331 plus 3 Honorary. We have had 16 new members and 19 resignations so current total is 328 plus 3 Honorary.

8. AOB

No AOB

Date of next meeting Monday 11th October 2021

Circulation: All General Committee members, SA and noticeboard

Signed