

Capel St Mary Allotments Association
Minutes of General Committee Meeting
Monday 21 June 2021

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

1. Matters Arising from Executive Meeting – 12 April 2021

- CH mentioned that there had been a misunderstanding regarding DA/AA organising the Picnic.
- Planings had been purchased.
- PB had written to ask NSALG about donation for Show.

2. Matters Arising from Emergency Meeting – 24 May 2021

- CH/DS had spoken to Parish Council re floral display at precinct. DS looking into costs as we will probably do again next year.
- CH thanked all for their co-operation on the short term plans in place.
- MD has spoken with Editor of Capel Capers and article approved for next issue.

3. Chairman's Report

- Following Man Com Meeting we need to insure Meeting Room as our responsibility. PC to draw up new lease as it is our building but on PC land.
- CH to reply to email regarding Community Trust Garden Project.
- 1st judging of Best Kept Plot carried out by Tim Fiddy.
- Scarecrow Competition – Props to be provided for our entry.
- CH has spoken with two possible new Committee Members and they are considering joining.
- Liaison Areas now updated and GC to take on Area 7 and Jenny Hickley Area 6.

4. Hut

- DS has met with Horticultural Supplies and has ordered more compost but bag size dropping from 75lt to 60lt. DS reported there will be price rises in Autumn on many items but hoping to buy in stock pre price increase. Have ordered organic slug pellets as others to be banned in due course.
- Sales to date - £16,0338
- CH thanked DS for his work and those who have assisted.
- New Hut Rota was issued.

5. Picnic on the Plot

- DA/AA to order beer and source wine. AA has arranged licence for bar with Babergh Council.
- CH to arrange Treasure Hunt and Draw.
- PB to write Quiz but as unable to attend PH to do on day.

6. Show

- PH to look into if we can do a Capel Capers article for Show.
- MD sourced Veg picture for Children's section and uploaded hints & tips, recipes etc to website.
- WR went through Rota and will issue to all, judges and stewards also agreed.
- Hall will be available for set up on Friday 3rd pm – volunteers needed to assist.
- Replacement photo boards discussed. WR/CH/PB to talk further and purchase.
- DA has contacted Shire Trophies
- Need to have plan in place re any possible Covid restrictions in place at time of Show.
- AA updated Committee on Draw.

7. Reports

• **Treasurer and Membership Secretary**

- Grand total cash £10,557.26 Total available cash £8,508.76
- Rotovator fund £865.97

- Site Maintenance £156.38 DR(Budget £1268)
- Membership stands at 343 paying members and 3 honorary. We have had 31 new members and 19 resigned.
- **Site Manager**
 - New site flags purchased.
 - Drain cover in car park has been replaced.
 - Chains and padlocks in garage mean all items now secure.
 - Conducted a wheelbarrow survey – 23 in total. DS to buy 5 new bodies as many in poor condition.
 - DS talking to plot holders about tasks that need actioning as few carried out at Work In.
 - Book in Hut working well.
 - Jobs:
 - Committee Room, Site Weed Control, Refuse and Electrical - DS
 - Toilet – PB
 - Hedge Trimming – DS, GL, DA
 - Capel Capers – PH
 - Petrol & Lawnmowers – GL
 - Hut Rota and Painting Team - AKA
- **Stores Manager**
 - Covered under point 4.
- **IT**
 - Website being kept updated and renewed domain name.
 - Will list IT jobs for Show for WR.
 - Will look at replacement printer in due course.
- **Seed Scheme**
 - Last year complete.
 - Kings catalogues to arrive in July for distribution.
 - PH to liaise with Horticultural Supplies re prices for seed potatoes.
 - PH to chase up Kings re commission due.

8. General Secretary's Report

- PB in discussion with Insurers about cover for Committee Rom and will report back.
- NAS offer free insurance to cover all members of association should anyone be injured on site.
- PB to update current risk assessments to read CSMAA General Committee Members and need risk assessment for Show.
- Health & Safety Policy is available to view on website.

9. Any Other Business

- DS passed invoices to GC for payment.
- Bonfire – to be discussed further.

Meeting closed at 10 pm

Date of next meeting: 19 July 2021

Circulation: General Committee members, SB & notice board.

Signed.....