

Capel St Mary Allotments Association
Minutes of General Committee Meeting
Monday 19 July 2021

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

Apologies: PH, MD

1. Matters Arising from General Committee Meeting – 21 June 2021

- There were no matters arising

2. Chairman's Report

- CH replied to Sara Waters re Community Trust Gardens and the planters and they will contact us as and when they require any help or advice.
- 2nd judging of best kept Plot took place on 6 July and 3rd will be during August.
- PC has agreed to lease the ground the Meeting Hut sits on to the Allotment Association.

3. Picnic on the Plot

- CH thanked Geoff and Eddie Cox for their generous offer of a mini greenhouse as the Star Prize in the raffle. CH has other prizes as well.
- CH has prepared the Treasure Hunt and MD has printed sheets.
- We now have 56 confirmed attending and others may well just turn up.
- A final reminder email to be sent the week of the picnic to contain info on:
 - Reminder of event
 - Parking – Inform that there is limited parking – Please walk if possible
 - The quiz will take place at 7pm
- Agreed that the pig racing would not take place this year.
- Quiz to be at 7pm and Quiz sheets with answers actioned by PB and PH to do on night.
- Thanks to Dennis for re-painting the games
- MH to organise volunteers for set up etc on day

4. Show

- Have had one change of judge.
- Flyers issued for distribution and AA to distribute raffle tickets to liaison members
- Need to co-ordinate volunteers for set up.
- Refreshments – unsure as yet as to whether these will be provided this year.
- PB emailed Tim Fiddy about NAS stand but no reply as yet.
- Photo boards to be ordered by WR
- Sub Cttee to be formed of CH, GC, PB and DS to discuss risk assessment.
- PB has some table covers and will get to WR.
- Will have hut stall to sell bulbs.
- MD to put Show details on facebook

5. Reports

• **Treasurer and Membership Secretary**

- Grand total cash £16,280.10 Total available cash £10,755.87
- Rotovator fund £865.97 Site Maintenance £156.38 DR(Budget £1494)
- Membership stands at 344 paying members and 3 honorary. We have had 32 new members and 19 resigned.
- GC requested if anyone 'buys' from hut and says they will pay by BACS this should be entered into the book in the Hut

• **Site Manager**

- CH & DS attended meeting with PC and BDC to discuss raising money for 2nd toilet. Need to get 3 quotes and send to BDC.
- 3 ploholders have said they will be giving up their plots.
- Bonfire – agreed to reinstate but ensure signage placed to inform ploholders what can / cannot be placed on fire and that it is for ploholders only. MD to send email to members.

- Our scarecrow was a success on recent trail.
- DS had been called out late one evening when padlock on main gate jammed.
- A vote of thanks was given to GL for grass cutting.
- Steve Talmadge working on board for artwork for Plotters Retreat.
- 66% of 59 keyholders now trained on new mower.
- Agreed additional security required in lawnmower shed and DS to purchase bracket, chain and padlock.
- Battery lawnmower – possibility of purchasing to be discussed at PC meeting.
- GW's lawnmower is in table shed. DA to look it over. May need overhaul and need to assess if cost effective to do so.
- **Stores Manager / Hut**
 - All working OK.
 - List of helpers is now in the Hut and on the Notice Board
 - Clover compost will now be supplied in 60lt bags
 - Had delivery of stock last week.
 - DS has tidied the store up.
 - DS to look at purchasing onion sets this year as well as general orders prior to price increases.
 - DS requested that if bagging we use all of the bag and not leave small quantities in bag
- **IT**
 - We are short on paper and spare print cartridges, MD will order on return from holiday
 - A4 Paper – Will need 750+ pages for seed and potato scheme soon
 - A5 Paper – Needed to print bench labels (that's why they are not printed yet)
 - A6 Paper – Needed for printing entry card – We don't have sufficient
 - Spare print cartridges (Cyan and Yellow)
 - MD has not had a chance to look at a replacement printer yet, needs to put a requirements list together and then do some searching. When he has a recommendation will bring it to the committee for approval.
 - If there is a monthly mailing for August can this be mailed to MD for distribution
 - Bonfire – see Site Manager Report
 - Seed scheme – As the printer will be “on show duty” from 30th August for a week any printing requirements to be with MD either before then or wait till after the show.
- **Seed Scheme**
 - PH has obtained Capel Capers articles that GW had written and will update. August has been submitted and includes Show. PH to send to MD for inclusion on website and email.
 - Commission from Kings received - £793
 - Has received potato details from Horticultural Supplies and will distribute order form with seed catalogues in August.

6. General Secretary's Report

- PB still looking into insurance for Plotters Retreat and NAS insurance for ploholders.
- CH,PB,DS & GC to meet in August to insurance and carry out risk assessment.

7. Any Other Business

- Church having Christmas Fair and would like to borrow tables and agreed we would transport.
- Sunday opening of hut – agreed to put a list of Cttee Members and Plot numbers at Hut and if anyone requires anything on a Sunday to see who is on site to assist.
- PB to see if she can find contact for Brownies and remind them to contact us in advance if they wish to use car park as a pick up point.

Meeting closed at 9.15 pm

Date of next meeting: 20 September 2021

Circulation: General Committee members, SB & notice board.

Signed.....