

Capel St Mary Allotments Association
Minutes of General Committee Meeting
Monday 29 November 2021

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

1. Matters Arising from General Committee Meeting – 27 September 2021

- PB has emailed Brownies regarding parking on car park.
- GC has actioned the donation to the Air Ambulance.
- DA to provide details and costs for a microphone to next meeting.

2. Matters Arising from Executive Meeting 11 October 2021

- There were no matters to discuss

3. Chairman's Report

- The Man Com Meeting was held via Zoom and ownership of the Meeting Room was raised but to date no response received. It is on the Agenda to be discussed at the next P.C.
- Theft of lawnmower – info has been passed onto P.C.

4. Reports

• **Treasurer and Membership Secretary**

- Grand total cash £ 14,274.26 Total available cash £ 7,450.96
- Rotovator fund £865.97 Site Maintenance £ 1,749.59 DR (Budget £1494)
- Membership – about half have paid membership renewal fee to date. Will report on numbers at next meeting.
- A vote of thanks was made to GC/MD for their work on organising this year's membership collections.

• **Defibrillator**

- This has now been installed and MD mentioned he BD (Chair of Parish Nurses) was happy to arrange training and MD to request dates.
- DS informed meeting that there had been an issue with the registration but this should be resolved asap.
- DS agreed to be the Registered Guardian and will action monthly checks and it will need batteries / pads changed at intervals. PH agreed to be 2nd Guardian.

• **Site Manager**

- Currently have a waiting list of 11 and have 4 polytunnel plots available.
- 9 bonfires have been lit and we all need to encourage plot holders to take any waste not from their own plot to local recycling centres rather than placing on bonfire.
- Break in on site – 1 lawnmower was stolen, tools from various plots, horsebox broken into and items taken and troughs from polytunnel. Additional security now installed in mower shed so all are chained up.
- Details for replacement for stolen lawnmower submitted to P.C. Battery mower cost - £690.
- Work in – many jobs completed including pot exchange store, hedging cut back, wheelbarrows painted, pipework for pond and ramp to Meeting Room.
- Septic tank emptied.
- A new water meter has been fitted on site.
- Discussed sink by garage and agreed to leave in situ for time being.
- Discussed BBQ Area and if it should be re-purposed and decided to look at this next work in.
- Machinery
 - Rotovator – agreed to sell on and inform P.C.
 - Wheeled strimmer – agreed to get serviced and repaired if necessary
 - Generator – agreed to sell on.
 - Pergolas – agreed these should be scrapped as beyond repair.

- DS thanks those who helped with Village Bonfire night and he will invoice Community Trust for grass seed etc.
- **Seed Scheme / Capel Capers**
 - Potatoes – 2021 orders were 183 bags by 60 people (2020 – 218 bags by 68 people). Total cost of order £695.10 which should make CSMAA approx. £214 (2020 - £228)
 - Potatoes due to arrive mid-December. PH/JH to sort and inform liaison officers so they can deliver.
 - Seeds – 2021 sales to date approx £3k (2021 - £4192 total). Anticipated commission £500+
 - Capel Capers – December submitted, January to be actioned by 3 January.
- **Stores Manager / Hut**
 - Still have an excess of salt in sock.
 - Many prices will increase next year (2022).
 - Sales for 2021 £22,228 (£200 down on 2020)
 - Have staffing for 1st Sat in December and January.
- **IT**
 - CH provided MD with a history update for the website.
 - Mick Webb has now provided Show Photos to MD for inclusion on website.
 - MD has carried out general maintenance on the website.
 - Printer – MD proposed best printer was a Brother A3 wireless printer priced between £229-£299 and will purchase at best price he can find.

5. General Secretary's Report

- PB to issue the updated calendar to all Committee Members.
- PB has now spoken with Insurance Company.
- AGM – all reports to be with PB by end of February (CH, WR, DS, PB, MD, GC, PH)
- NSALG – PB attended meeting but is concerned if it will continue after November 2022 as members of the Committee will not be standing again.
- Agreed date for next Man Com to be 27 April 2022.

6. Any Other Business

- MD asked WR about the templates for the various Show jobs so we could action.
- AA said she would be sending out Hut Rota with Minutes so all could supply dates they were available.

Meeting closed at 8.50pm

Date of next meeting: 17 January 2022

Circulation: General Committee members, SB & notice board.

Signed.....