

Capel St Mary Allotments Association
Minutes of General Committee Meeting
Monday 4 March 2024

Present: CH, DS, DA, AA, TS, GC, WR, ML, PH, RB

Apologies: MD

In attendance: MR

ACTION

1. Matters Arising from General Committee Meeting – 15 January 2024

- CH welcomed Marc Ruse to the meeting and thanked him for joining us this evening.
- CH has spoken with Mike Garrod regarding the Wildlife Are and Visits and suggested we would take this back in house going forward.

2. Chairman's Report

- AGM
 - Eddie Cox has agreed to run the draw again this year.
 - Refreshments – AA/DA to action.
 - TS to invite President and representative from the Parish Council.
 - TS has most reports and requested remainder to be sent to her asap.
- Liaison Areas – CH has set up two provisional new areas for the Saxon Meadows and Little Tufts estate.

AA/DA
TS
ALL

3. Treasurer and Membership Secretary

- Grand total cash £11,041.18 Total available cash £7,013.43
- Rotovator fund £1,165.97 Site Maintenance £218.18 (Budget-£2,241)
- Mower Fund £5,528.00 Site Capital fund £504.77
- Membership – Membership Year started (Sept 2023) with 342 paying and 3 honorary members. New members to date are 14 and 15 resignations therefore current numbers are 341 paying members and 3 honorary.
- Hut sales to date £2,182 Hut Purchases £508

4. Reports

- **Site Manager**
 - ML thanked DS, RB, DA for their assistance on site.
 - Currently 2 people waiting for plots and 1 polytunnel plot available to rent.
 - The new signage at the front of the site be erected March 20th/21st.
 - The tractor mower and 2 other mowers are currently away for repair.
 - TS/AA to talk with SW regarding items in shed with a view to better utilising the space for other storage. TS/AA
 - Discussed the possibility of an additional toilet on site and this to be raised at PC meeting on 24 April. ML to action a proposal. ML
 - Water harvesting – ML has approached Will Woodham and auctioning a trial. ML
 - New benches / picnic tables – ML to look to buy some from Nelson Potter. ML
 - The site is very wet and present and ploholders need to be careful if driving on site.
 - Pest Control – MI has written o PC but no reply to date so will follow up. ML
- **IT**
 - MD has purchased a new credit card reader which is now being set up. There will be some differences in usage as it is a different model, but MD will ensure Dennis has both the reader and the instructions asap. MD
 - MD has made the change requested by GC to the annual invoice generator.
 - MD to action changes suggested by WR to the website and Oasis for the show. MD

- **Show Secretary**
 - CH preparing schedule for printing and has invoiced sponsors.
 - Upstix has agreed to advertise and pay for raffle ticket printing again. AA to contact re raffle tickets. **AA**
 - WR has updated Cookery “Hints & Tips” and testing recipes. **WR**
 - ML to supply CH/WR with current list of ploholders to send Show Schedule. **ML**
- **Stores Manager / Hut**
 - Sales currently on par with 2023.
 - DS hopes prices will now stabilise after last year’s increases.
 - DS has put up additional lighting in the Hut.
 - An additional wheelie bin has been purchased for storage of bird food.
 - A further delivery of wood chippings has been received.
 - Awaiting new CC machine and then all to be trained. **DS**
- **Seed Scheme / Capel Capers**
 - Few remaining orders still coming in. Total for seeds - £3,268 & potatoes - £857.
 - Capel Capers – April submission has been placed which includes 2 day opening, AGM and Village Show dates, photography and handicrafts subjects.
- **General Secretary’s Report**
 - AGM – GC to check if Malcom Fenn will continue as auditor. **GC**
 - TS to request last ManCom Minutes from PC and date of next meeting. **TS**

5. Polytunnel Planting

- DS/RB moved tables etc into polytunnel and have started planting.
- DS has sourced an alternative supplier for plug plants (Portland Plants). WR suggested we could use Thompson & Morgan as alternative supplier and will look into this. **WR**
- Will look to adjust quantities planted thus reducing waste.
- Currently trying alternative composts for growing seeds, potting on etc.
- RB issued a spreadsheet showing quantities to be planted and when as well as detailing costings ie seeds, pots, compost etc. 2023 profit was £1,773 and will continue to monitor this year. **RB**
- We require a supply of 4” pots. ML to contact a ploholder who may be able to supply. **ML**

6. Any Other Business

- At the end of the meeting MR was asked if he was happy to be co-opted onto the
- Committee at the AGM and he agreed to do so.
- DS has replaced the padlocks on two of the storage sheds.
- An updated copy of the Hut Rota to be distributed with the Minutes. **AA**

Meeting closed at 8.55 pm

Date of next meeting: 17 June 2024

Circulation: General Committee members, SB & notice board.

Signed.....