

Capel St Mary Allotments Association
Minutes of General Committee Meeting
Monday 23 September 2024

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

Apologies: PH

ACTION

1. Matters Arising from General Committee Meeting – 4 March 2024

- TS/AA still to talk with SW regarding sorting items in shed so we can use for storage. **TS/AA**
- ML still to talk with PC regarding possible additional toilet. **ML**
- ML to speak to the PC about the concrete breaking up in the car park. **ML**
- DS mentioned it would be helpful to have a fork lift truck or hand pallet truck for large deliveries and looking into this and DA also said he would make enquiries. **DS/DA**

2. Chairman's Report

- CH thanked WR and all who assisted at the Village Show this year.
- Liaison Areas – Area 13 has now been taken on by Lorraine Connolly.

3. Treasurer and Membership Secretary

- Grand total cash £16,969.84 Total available cash £14,862.34
- Rotovator fund £1,215.97 Site Maintenance £718.14 (Budget-£2,241)
- Mower Fund £5,972.00 Site Capital fund £1,222.79
- Membership
 - Membership Year started (Sept 2024) with 373 paying and 3 honorary members. There are no new members to date and 1 resignations therefore current numbers are 368 paying members and 3 honorary.
- Hut sales
 - Sales to date £25,880 Hut Purchases £13,859
 - Hut Sales for the same period last year were £21,909

4. Reports

- **Site Manager**
 - Site is looking very good and ML thanked DS/DA/RB all for their work and help.
 - There are currently 2 plots which are particularly untidy and ploholders will be contacted and asked to rectify.
 - 2 plots have been surrendered and work will need to be actioned on these before they can be re-let. Suggested this be actioned at the October Work In.
 - ML to surrender Plot 62a (Orchard). This will be offered to ploholders but it is to remain as an orchard. If no takers this will be taken over on site.
 - Currently 5 on the waiting list for plots and 1 for polytunnel.
 - General maintenance – new locks purchased, mowers all functioning correctly, ML to look at spring on gate and notice to be placed on gate reminding all to ensure closed properly.
- **IT**
 - MD has actioned various printing jobs, mainly for the Show and potato orders.
- **Stores Manager / Hut**
 - Hut sales continue to be good and restocking still taking place on bird food etc.
 - DS was pleased to see new people working in the Hut as this spreads the work load and gets more people involved.
 - RB/DS are ordering flower plugs for 2025. WR tried contacting Thompson & Morgan as they are a local company but no response to date.

- AA to give DS contact details for Colchester Allotments re purchasing various items and costings. **AA**
- **Seed Scheme / Capel Capers**
 - Orders are starting to come through, albeit a bit slowly. As of today I've had:
 - Online seed orders (8 people, total value £284.25)
 - Green paper seed orders (3 people, total value £83.75)
 - Potato orders (11 people, total value £93.50)
 - PH to ask MD to send out a 'reminder to order' two weeks prior to the potato cut-off order date. **PH/MD**
 - October's Capel Capers - (Village Show, Seed Scheme, The Hut - opening hours, Site visits, Plot waiting list).
 - November's Capel Capers copy to be sent early October - if anyone wants anything included, please let PH know.

5. Village Show Round Up

- WR has written to the Community Council re the shortage of tables etc and is still awaiting a reply. Should we consider purchasing our own tables for the refreshment area?
- WR mentioned some housekeeping issues which need to be actioned. **WR/CH/MD**
- Following some issues in the Handicrafts section do we need to consider a new judge. WR to speak with JH. **WR**
- A general discussion took place with all contributing ideas and feedback they had received as to how we could take the Village Show forward and try to encourage more entries from ploholders and villagers. We also need to encourage more people to assist at the Show over the two days, particularly on the games and refreshments as well as ensure we have a visible Committee presence on site at all times to engage with the public. These ideas and suggestions to be looked at, discussed and developed over the year prior to the 2025 Village Show. **ALL**
- DA/AA mentioned that Capel St Mary PC had posted on Facebook that there were funds available for local clubs etc – CH/WR to look into and see if we can access any monies. **CH/WR**
- RB/AA to continue to use social media to promote the Village Show during the year and AA asked MD if he could see if we could also have an Instagram page. **MD/AA**

6. Any Other Business

- ML asked if he could have a copies of Standing Orders for Parish Council. **GC**
- The Parish Council has provided a copy of our Risk Assessment and asked if this was current – agreed it is.
- We need to register additional lawnmower, hedge cutters and strimmer with the Parish Council. **ML**
- The wood and pallets behind the meeting room to be taken to playing field for the Village Bonfire.
- WR reported the Allotment Association laptop was currently running very slow.

Meeting closed at 9.30 pm

Date of next meeting: 25 November 2024

Circulation: General Committee members, SB & notice board.

Signed.....