

**Capel St Mary Allotments Association**  
**Minutes of General Committee Meeting**  
**Monday 25 November 2024**

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

**ACTION**

**1. Matters Arising from General Committee Meeting – 23 September 2024**

- TS/AA still to talk with SW regarding sorting items in shed so we can use for storage. **TS/AA**
- ML to report on additional toilet/machinery shed later in meeting. **ML**
- ML updated PC regarding items of machinery.
- PC have found copies of or standing orders.

**2. Chairman's Report**

- CH has put in a grant application for £395 to the PC and is awaiting a reply. **CH**
- Julie Laws (PC) sent CH/ML/TS lists of other sources of grants and funds.
- Liaison Areas have been updated and were issued to the meeting.
- Agreed to look at possibility of purchasing refreshment tables for the Show. **CH/WR**

**3. Treasurer and Membership Secretary**

- Grand total cash £15,540.94      Total available cash £10,662.44
- Rotovator fund £1,215.97      Site Maintenance £929.68 (Budget-£2,517)
- 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 3 new members to date and 30 resignations therefore current numbers are 346 paying members and 3 honorary.
  - GC to issue revised Membership numbers once all subs received. **GC**
  - MD to send all ploholders a reminder about paying their 2025 subscriptions and ML will also do so via WhatsApp. **MD/ML**
- Hut sales
  - Sales to date £29,029      Hut Purchases £22,960
- GC has received a letter from Lloyds regarding them charging us for our account from 2026. CH/GC agreed to continue as is for the time being but have opened a savings account from which the interest made should offset any charges incurred.

**4. Reports**

- **Site Manager**
  - Site is in great order and is a fine example of how a village allotment site can look.
  - We have three plots without tenants and two waiting for a plot to be allocated. Two plots have been cleared ready for new tenants and a third needs to be actioned by a working party.
  - 14 ploholders attended the Work In and despite the poor weather many tasks were actioned
  - A new machinery shed was discussed and ML has submitted costings to the PC and these will be circulated to the Committee.
  - ML has received a quote for repairs to the Car Park and this has been submitted to the PC.
  - ML has donated two bags of postcrete to the work at the nature reserve.
  - The picnic tables have been moved into polytunnel so repairs can be actioned.
  - The large electric mower is currently being repaired.
  - We still have issues with rabbits but otherwise we seem to have resolved the badger issues.
  - ML asked if the Committee thought we should do some further defibrillator training in 2025 and this was agreed.

- MR asked ML about arranging a working party to carry out work in the Wildlife Area and it was agreed to do this early 2025.
- AA asked ML about some particular plots which were not being cultivated and whether the tenants had been contacted. ML to action. **ML**
- **IT**
  - MD asked DS for the dates when the polytunnels will be fumigated so he could advise plotholders by email. **MD/DS**
  - Changes to Oasis will be actioned in January.
  - MD asked WR if BD would be required as Handicrafts Judge for the Village Show and WR to advise BD following speaking with JH. **WR**
- **Stores Manager / Hut**
  - Hut now on Winter Hours and ONLY open on 2<sup>nd</sup> Sat of month.
  - DS placing large stock orders with new suppliers.
  - Stocktake to take place at end of year.
  - DS to send MD details of pricing for new price list. **DS/MD**
  - All bedding plants and seeds now ordered.
  - AKA to send out Hut Rota in January to all volunteers. **AA**
- **Seed Scheme / Capel Capers**
  - Potatoes –a gain joined with Felixstowe to get best prices. Total order placed £1472 (Capel £761, Felixstowe £710). Commission for order should be £303 compared to £271 in 2023. Have purchased a quantity for the Hut.
  - Seed orders – So far sales of £2,875 against £3,268 in 2023 but orders still coming in. Commission should be in excess of £500 again.
  - Capel Capers – December submission actioned. January to be sent in at end of November.
- **Village Show**
  - WR received a response from the Community Trust re the Hall.
  - WR issued a summary of the feedback received and her responses and a general discussion on this then ensued.
  - CH thanked WR for actioning the feedback response.
- **General Secretary**
  - To date TS has heard nothing back from the insurance company.

## 5. Any Other Business

- PH mentioned the Church Fair and that they would be borrowing our tables for this event as in previous years. They would also like to borrow our urn. PH/DA to take items to Church and collect after event. **PH/DA**

Meeting closed at 9.05 pm

Date of next meeting: 20 January 2025

Circulation: General Committee members, SB & notice board.

Signed.....