

# Capel St Mary Allotments Association

## Minutes of Executive Committee Meeting

**Date:** Monday 6th January 2025

**Location:** Plotters' Retreat

**Present:** CH, GC, TS, ML. DS unavailable due to accident/injury as advised to all

### 1. Minutes of Exec meeting of Mon 14th October 2024

- No issues raised

### 2. Chairman -CH

- AGM - **CH** asked **TS** to remind committee members to start prepping their reports.
- Succession briefly discussed – to be discussed further with the Gencom. Can we have Co-Chairpeople, or a Vice Chairperson if one person does not feel they can take on role alone
- Dennis discussed and how we cover his role. Agreed in short term any issues/jobs will be discussed via the Gencom whatsapp group that has been set up. To be discussed further at Gencom meeting in 2 weeks
- **CH** to contact Linda to discuss 2025 hut price list.
- **GC** advises he has a list of goods purchased over last year and supplier details which may come in handy in absence of **DS**.

### 3. Treasurer & Membership – GC – Report Attached

- **GC** ran through figures. Advised Site Capital fund has increased £1k. Mower fund remains the same, site maintenance fund as per budget. Also discussed latest membership figures
- Car park resurfacing costs £3.4k – been agreed by PC

### 4. Site Manager – ML. Report Attached

- Site is now full
- 10 plots have changed hands & 3 polytunnel plots
- 7 new members
- Site condition is good overall – small tears reported in plastic in polytunnel will be fixed shortly
- **ML** asked if others knew where the water isolation for site is situated in case need to turn off and in absence of **ML** and or **DS**. Will show others if not aware.
- New equipment shed quote given to PC included 10% contingency – PC want to discuss further at next Mancom. **TS** commented that **DA** had sent some pricing through to **ML** for new containers that could be used as an alternative to a new shed and cheaper. Brief discussion followed. **ML** discussed idea of Association putting in half of cash for the base costs and laying this first to make a hard standing area in advance of PC agreeing/not to the new building. **ML** will ask the PC if they agree in principle to project even if they cannot agree to finance yet. **TS** commented that weather not great this time of year, and next Mancom is in April anyway, so in view of the jobs that will need to be covered in absence of **DS** is there any need to start any work yet.

- Mushroom farm is closing. Notice to ploholders discussed to order last loads. Where will we source compost from now?

## **5. Hut Manager – DS – Report Attached**

- **DS** had already prepared a report – **ML** read out to meeting. As attached

## **6. Secretary – TS**

- Confirmed insurance renewed – awaiting answer on 1 small query & will then arrange for **GC** to pay premium for year. Brokers now include an 'administration fee' within the premium.
- NAS membership – NAS now want Associations to update their members online on their new website. **TS** offered to update– **CH/GC** decided this year to leave the details as they currently have – we do not use NAS for any insurance etc so individual details not relevant – just number of members is valid for the renewal membership fees.

## **7. AOB**

Dennis – do we advise all ploholders as have been various enquiries. **ML** is preparing an Interim newsletter & will include details.

**CH** advised he is having a show meeting with **WR** on 23<sup>rd</sup> January

Thanks given to **ML** for holding meeting at his house

Circulation: AA, DA, RB, GC, MD, CH, PH, ML, MR, WR, DS, TS, SB and notice board.

Signed .....