Minutes

Attendance
John McQuay Treasurer, Andrew Large Secretary, Geoff Garrish Site Secretary, May O'Brien, Marian Stanley, Alison Lawson, Andy Moseley, Glenys Nicklin.

1) Apologies
2)
Ian Wilson

2) Minutes of Previous Meeting February 2015 and Matters Arising
Read and agreed as correct. Matters arising to be dealt with in the meeting.

3) Officers’ Reports
(i) Chair’s report. Ian is on holiday so no report.

(ii) Treasurer’s report inc. Funds Allocation
The cheque for final funds for Tennal Lane have been lodged with the BDAC who are awaiting Tennal Lane to open a bank account and sign the final papers. The BDAC will send us a letter when this is completed.
John has done an invoice for the Shed Security work and the grant funds will be in the account in the next couple of days. He has also completed the yearly income and expenditure form for the Council re schedule 7 of the Management Agreement. This covers last years finances for both sites.
John is looking at devising a stock checking system for the shop to help maintain stock quantities and make the reordering process more efficient.
The Secretary asked if there were sufficient funds to purchase equipment this year to help with allotment maintenance (see below). John said there are some funds allocated. Thanks to John.

(iii) Secretary’s report.
There are 13 full sized useable plots and several half or mini sized plots available. We need to choose and prepare a couple for letting. Andy Moseley has already rotivated some plots for holders. He has mowed the car park as well. Thanks to Andy.
Andrew, Glenys and John went to the BDAC AGM and were quite disappointed as the BDCA Officers seemed to be struggling with their new responsibilities and with organising themselves.
Andrew has submitted a list of equipment we need to Nicky at the Allotment Office, to replace the stolen items, with the hope that we can get a 50% grant from the Robin Fund to help with costs.
We could apply to the Crime Prevention Fund for a grant to purchase a 12x8 metal container for secure storage of the equipment. Thanks to Andrew.

minutes 7/4/2015
(iv) Site Safety report

Geoff has completed a comprehensive survey. The shed security improvements are being upgraded and the final work — door bar etc, will be completed asap by Andy Moseley. The Site Safety Inspection has shown that glass, whole pieces and fragments, is a major issue. We will provide a bin for holders to recycle their glass safely. We need to clean up the site so an action plan will be devised. Holders will be advised about the Glass Bin via the Newsletter and word of mouth. We will hire a skip when we have enough rubbish to remove. Next Site review 16/6/2015

The water taps have been flushed as per the regulations regarding Legionaries regulations. Thanks to Geoff.

4) Newsletter

John will talk with holders who knew Alan Harbour so he can write an obituary. Andrew will include an article about the glass recycling bin. The Newsletter will be produced over the next two weeks.

5) Feedback from Plot Holders.

None

6) Any Other Business

A discussion took place about ways to provide power to the site. Maybe a solar panel or a wind turbine. Geoff and Andy to research. The Open Day will be on 30th August 2015. John, Geoff and Marian to start organising this. Sub Committee Meeting to be arranged. We may will need to hire equipment this time.

Thanks to Alison for hosting the meeting and May for providing the cake.

Next meeting committee meeting 23rd June 2015 at the Shed 7pm