Court Oak Road Allotments Association
Committee Meeting
Tuesday 6th December 2016 19:00 hrs
at Quinborne Community Centre.

Attendance
Ian Wilson – chairman, John McQuay – Treasurer, Andrew Large – Secretary, Geoff Garrish – H & S and Glenys Nicklin.

1) Apologies
Marion Stanley, Astrid Feiss, Georgia Dunn, John McCarthy and May O’Brien.

2) Minutes of previous meeting 27/05/2016 and Matters Arising
Minutes of last meeting accepted by committee members.

3) Officers' Reports

(i) Chair’s report
Thanks given from to everyone who helped in clearing plots on allotment.
Letters to be sent to two plot holders following site inspection as building materials seen unused. If no attempt to clear building materials from their plots action will have to be taken.
Dates for maintenance set at 18th March 2017 for general clear up of allotment site-subject to weather conditions.
Further dates to be allocated to man shop by committee members to spread the responsibility. However more manpower is needed to look after shop as insufficient numbers at present. Therefore shop opening times discussed to ascertain if we need to open shop every week throughout season. To consider reducing opening times to twice a month when demand is low but continue to open every week for the 5 weeks for rent collection.

(ii) Treasurer’s Report
Treasurer’s report discussed, accepted. Shop is managing to keep solvent, but a lot of work for little return and profits down from 2015. Need to keep shop active, as is focal point of allotment for all members.
To attempt to manage stock more effectively e.g. Provide what people want to buy and what sells well. More volunteers required to put to AGM. Rent collection went well only one out standing unpaid rent with that member paying directly to council.
iii) Secretary’s’ Report
Reported that septic tank will need to be emptied in 2017 (approximately once in two years or once every 18 months). Frequency of emptying reduced due to the collection of rainwater instead of draining directly into septic tank.
Enquire if Marion Stanley is continuing to clean ladies toilet. Glenys Nicklin to take over if necessary. More publicity required and need to enquire at Quinborne Community Centre to see if a poster can be sited on their notice board for free.

4) Health and Safety
No changes from last minutes. Need an inspection in March. Another skip needs to be hired to dispose of debris and we must clear up laurel hedge cuttings and

5) Any Other Business.
Open day discussed and change of date to 15th July 2017. Geoffrey Garrish to contact Persimmon to apply for a grant for the open day.

Date for next meeting set at 28th February at Court Oak Pub and AGM provisionally set for 28th April 2017.

Geoff Garrish to contact Mathew Gregson to discuss the cost of installation of raised beds, parking area and possible erection of shed. This would be to the advantage of children, elderly and people with disabilities. To look into the possibility of involving other sites in the community with the view of collaboration. For the installation of the raised beds a quote of £6000:00 to be submitted before March 2017. If successful to contact local councillor to begin project. Also noted that tools may need to be purchased for project.

The Birmingham Allotment Association Committee (BDAC) meeting will be held at Quinton allotments and their next meeting will be 12/01/2017.