

Court Oak Road and Tennial Lane Allotments Association

Honorary President Alan Harbour

Committee Meeting Tuesday 5th February 2013

7.30pm at Quinborne Community Centre

Attendance. John McQuay COR Treasurer, Andrew Large COR & TL Secretary, Andrew Moseley COR, John McCarty COR, Glenys Nicklin COR & TL, Jo Stubbs COR, Dave Watkins TL, Stuart Guest TL, May O'Brien COR, Marian Stanley COR.

1) Apologies. Ian Wilson COR Chair, Roger Cobleby COR. John McQuay took the Chair.

2) Acceptance of Minutes 4/12/2012. Passed unanimously

3) Matters Arising None.

4) Date, Time, Venue and Agenda for the Annual General Meeting

23rd April 2013, 7.30pm, Quinborne Community Centre.

Proposed agenda items passed and approved unanimously Notification for plot holders on website, in newsletter and posted on noticed boards at both sites.

5) Officers Reports

(i) Chairman (In Ian's absence John McQuay read out his report)

Andrew Moseley and John McQuay have offered to help Bob Lintern with keeping the car park mowed.

The Grounds Committee now consists of Andrew Moseley, Stuart Guest, Andrew Large and John McQuay. They will inspect both sites bi-monthly.

(ii) Treasurer

Financial report attached. No trading in the shop over the winter. The shop will reopen in February. A stock take has been completed and items need to be ordered for the spring. The shed roof is leaking but so far no damage to the stock inside. The shed belongs to the council allotment office so they will fund repairs.

(iii) Secretary

Many vacant plots at Court Oak Road and a couple at Tennial Lane. There is no-one on the waiting list at present. People seem to be put off by the amount of work needed to create a working plot. The Council Allotment Office might pass on enquiries. We

need to advertise. The Council are still proposing to pass on extra responsibilities to Allotment Associations and will expect these voluntary organizations carry out duties currently undertaken by a council officials. These duties consist of paying for the water services and carrying out site and Health and Safety inspections. We have already passed a motion stating that in no circumstances will we pay the water rates. We already carry out site inspections and are in the process of electing a Health and Safety Officer. The Birmingham and District Allotment Committee (BDAC) held a meeting about these issues but at the time of this meeting they have not sent through the information. The Secretary has been monitoring the horticultural maintenance that is supposed to take place at the sites at regular intervals and this has not been happening. The council is paying the contractors to do the work and the Secretary had been communicating with the Allotment Office about this matter.

6) Newsletter

As we have agreed the date for the AGM the Newsletter can be printed and issued to tenants.

7) Feedback from plot holders

Court Oak Road. None.

Tennal Lane. None.

8) Any Other Business.

We need to advertise the shop and the Allotment vacancies in the local area and offer advice and support to new allotment gardeners

We need to prepare vacant plots for letting. Plot holders would be asked for a contribution for petrol and wear and tear. Stuart Guest suggested a strimmer/brush cutter would be better for preparing vacant sites for letting.

It was proposed that research into other suppliers be undertaken. A few other suppliers were mentioned. This needs to be followed up. An inspection of the shop, its facilities and layout was proposed for Sunday 17th at 10.30.

No news yet on the start date of the road repairs at Tennal Lane. A reminder to the Council is needed

It was proposed the committee members make a contribution to the cost of hiring the meeting room at Quinborne. It is now £16.50 an hour. Passed.

Date and time of next meeting – AGM 23rd April 2013 7.30 Quinborne Community Centre

Financial Report Committee Meeting Tuesday 05 Feb 2013

The finances of CORTLAA I presented to the committee meeting on Tuesday 4th Dec 2012 are virtually unchanged. The shop ceased trading on Sunday 2nd December 2012 after taking £4.00; I hastened to the bank!

I have paid one invoice QCA £15.75 December 2012 committee meeting (now increased to £16.50 per hour) and we have received no income.

CASH 05 Feb 2013

Bank balance £2,414.81

Petty Cash £1.95

Cash in Hand £ 76.65 Shop

Total Cash £2,493.41 No Debtors or Creditors

Key Fund Deposits treated as Balance Sheet “Contingent Liability” £837 (recalculated)

Therefore CORTLAA free funds £2,493.41 less £837 =£1,656.41

COMMISSION RENTS COLLECTED OCTOBER 2012

We have collected £5,013.5, commission due April 2013!!! (ish) 8% of rents collected=£401. This will increase “free funds” to £2057.

SHOP/STOCK.

I inspected the “sheds” and whilst the top stock storage shed clearly leaks (maintenance action) we do not appear to have suffered water damage to stock. I reviewed the stock inventory (11/11/12) and we need to buy in stock

- 1) Lime
- 2) Bagged Horse Manure (often requested)
- 3) John Innes No's 2& 3
- 4) MPC (stock 17 x 70L bags)
- 5) Bordeaux Mixture – (blight) caution to withdrawal from market)
- 6) Slug Pellets
- 7) Round up
- 8) Any other suggestions ??????

I would like to suggest that we roundup some prices to facilitate change, I will check margins. We have to sell approx £160 of goods in the shop to pay for one hour committee meeting. Shop reopens Sunday 3rd February 2013 .

J Mc Quay Hon Treasurer