

Court Oak Road and Tennial Lane Allotments Association

Honorary President Alan Harbour

Committee Meeting Tuesday 20th May 2014 7:00 pm
The Court Oak Road Shop/Shed

Attendance

John McCarthy COR, Andy Moseley COR, Andrew Large COR/TL Secretary, John McQuay COR Treasurer, Stuart Guest TL, Marian Stanley COR, Glenys Nicklin COR/TL, Ian Wilson COR Chairman, Geoff Garrish COR.

1) Apologies

Maxwell Tsopo

2) Acceptance of Minutes of last meeting 14/1/14

Unanimous

3) Matters Arising

Sign advertising the shop is still in process of completion. A5 fliers to be made advertising the allotment and shop and distributed to local streets. All stock of water butts have been sold and new stock ordered.

4) 2014 Budgets and Water Usage

Monies have been allocated on a pro rata basis by the Council. This budget will be deposited in a bank account and used only for Water and Sewage expenses.

The Water Meters have been checked regularly and the usage at Tennial Lane has been very high. A check of the system will be carried out to determine if there is a water leak.

The locks on the taps need to be replaced and plot holders reminded to keep the taps locked when not in use. Regular checks on the water usage will be carried out to enable the costs to remain in budget.

Other Budgets include 10% from all rent receipts and £30 per site for Lavatory materials.

5) Horticultural Maintenance and Machinery

As we are now responsible for much of the horticultural maintenance we need to purchase several items. The initial outlay will be costly but is necessary. Both sites will benefit from the use of the equipment.

Items to purchase include, a brush cutter, hedge cutter, mower and a knapsack-style weed sprayer. Andy Moseley will source these items. The present mower needs some maintenance work but is still serviceable. These items will be taken to Tennial Lane as and when they are needed but will have to be stored at the Court Oak Road site for security.

Also the equipment can only be used by authorized and trained people for H&S reasons. The Council will continue to cut the hawthorn hedge at Tennial Lane.

Andy Moseley COR, and Stuart Guest TL, are Site Secretaries and are to complete the Health and Safety training being arranged by the Council. Their maintenance duties will be decided once they have been on the course.

Until then they will monitor the Water Meters at the two sites on the 1st and 15th of each month.

6) Officers Reports

(i) Chairman

Ian Wilson was pleased that all his report had been covered in the previous items.

(ii) Treasurer

(see attached detailed report)

John McQuay reported that the shop has made a profit which will help with the purchase of the items mentioned above.

(iii) Secretary

Andrew Large, Andy Moseley and Stuart Guest will do site inspections once they have done the H&S course.

7) Feedback from Plot Holders

(i) Court Oak Road

Complaints have been received about a group of young people who attend the site to gain horticultural experience. Their behaviour has caused problems. This has been dealt with informally up to now but any more complaints need to be evidenced by written reports and photographs to build a case for more formal procedures.

(ii) Tennial Lane

Plot holders at Tennial Lane feel marginalized and say that they are not involved in what happens and are not included in decision making. This is a problem which has been addressed by calls to them to attend meetings and take part in the changes that the new Management Agreement entails. Stuart Guest, the site secretary for Tennial Lane, asked that a Suggestion Box be placed at the site for plot holders to have an opportunity to say what they want and need to happen. This was agreed. Stuart will action this. It was also agreed to have an open day at Court Oak Road on Sunday 31st August so all plot holders can attend and see the shop and facilities. Geoff, John McQ, Marian and Stuart volunteered to be the planning committee and will meet on Monday 2nd June 7.30 at John's house.

8) AOB

The water butts at Tennial Lane toilets need to be linked together. Stuart to supervise this.

Any wood chippings left at Court Oak Road need to be placed both at the top and the bottom on the site.

9) Date, time and venue of next Committee Meeting

Tuesday July 8th 7pm in the Shop/shed at Court Oak Road.