

**Court Oak Road and Tennal Lane Allotments Association**  
**Honorary President Alan Harbour**

**Minutes of the Committee Meeting**  
**7.30pm 4th September 2012**  
**Quinborne Community Centre**

**Attendance**

John Bland COR, Marian Stanley COR, Glenys Nicklin TL & COR, Jo Stubbs COR, Roger Cobley COR, John McQuay COR, Ian Wilson COR, Andrew Large TL & COR, Dave Watkins TL.

**Guest:** Andrew Moseley, a new tenant at Court Oak Road

**1) Apologies**

May O'Brien

**2) Acceptance of Minutes**

Minutes of last meeting accepted.

**3) Matters Arising**

The raised beds on the flooded plot have yet to be actioned.

Tennal Lane holders have been encouraged to take part.

A plot holder and suspended Committee Member has been evicted from one of his two plots: it was agreed that his suspension continue and that he will be ineligible to stand for the Committee next year.

**4) Dates for Rent Collection and Newsletter**

The dates for rent collection throughout October were approved and it was decided to add to the newsletter an item about the purchase of the scythe cutter. (see item 5)

**5) Association Equipment**

The Committee has purchased a Scythe Cutter to help with the clearing and tidying of plots; and hand mower for the President's Bench area.

The Scythe will be used by Committee members only, for Health and Safety reasons, and they will need to be trained to use it correctly.

The purchase of a strimmer will be decided, if needed, after seeing how well the Cutter works.

**6) Officers Reports'**

**i) Chairman's Report**

It has been a bad weather year, which has caused lots weeds and other growing issues. Hope next year is better.

We still need people to help in the shed on a Sunday morning. It has been suggested to buy another bench for the President's Garden but will put that on hold until next year.

Thank you again to John Bland for all the work he does on the site and to Bob who

has been mowing the car park. Their help is very much appreciated and the site is looking much better.

Ian and John have been working on the information sheet about the fertilisers and composts sold in the shed

#### **ii) Treasurer's Report**

We have sold 41 Water Butts of the 45 water butts purchased. We have four over for use on the Allotment sites' sheds and toilet blocks; we achieved an unintended profit of £20.00. A satisfactory outcome. The Commission on the rents for last year has not yet been paid; John will follow this up with Adrian Stagg. John will also seek reimbursements the cost of materials used to repair the sheds and a contribution towards the cost of equipment used to clear plots.

#### **iii) Secretary's Report**

Allotments Annual Conference. John McQuay and John Bland volunteered to attend as last years conference was very informative.

Lots of changes this year with new plots being created and others splitting or amalgamating.

Mohammed has been very helpful of problems with tenants and eviction issues.

The horticultural maintenance which the Council pays for has not been completed.

Andrew has been monitoring this and has noted that work has not been carried out.

He will follow this up with the Council Management, Adrian Stagg and Mohammed Riaz.

The road at Tennial Lane is becoming increasingly unstable and we need to find funds to repair it. Jo Stubbs offered to take photos to enable quotes to be obtained so we can apply for funds.

### **7) Feedback from individual Plot Holders**

#### **(i) Court Oak Road**

Tenants have been complaining about overgrown and untidy plots, volunteers are needed to help clear up after mowing. The wet weather has caused lots of weed and grass growth.

#### **(ii) Tennial Lane**

Tenants would like wood chips. The next time wood chips are delivered John Bland will get them sent to Tennial Lane.

### **8) AOB**

Andrew Moseley is willing to be co-opted on to the Committee.

A rubbish collection will be arranged for the beginning of October. Andrew Large will organise this and volunteers are requested for the weekend before to help collect and stack rubbish.

### **9) Date and time of next meeting**

Tuesday 4th December 2012, 7.30pm, at Quinborne Community Centre.

Financial Report Committee Meeting Tuesday 04 SEPTEMBER 2012

**Total Income Third Year to date**

Shop	£1,534.26
Membership	£ 24.00
Key Income	£ 46.00 (NET £20.00 RETURNED)
41Water Butts	£ 328.00 (45 PURCHASED)
Total Trading	£1,932.26
Commission due	£ 224.48 BCC
Cleaning Materials	£ 60.00 BCC

<b>Total Income</b>	<b>£2,216.74</b>
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**Expenditure**

Singletons	£ 1,065.72
Room Hire	£ 31.50 Committee Meetings
Water Butts	£ 308.00
Scythe Cutter	£ 750.00
Manual Mower	£ 65.00
Admin	£ 78.21 (petrol, stationery, shed keys, stamps
Gifts	£ 38.79 cleaning £30 +bottle wine
Keys	£ 97.00 gates
Repairs Sheds	£ 53.00 materials

<b>Total Expenditure</b>	<b>£2,487.22</b>
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<b>Surplus of Expenditure over Income (£ 270.48)</b>
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**CASH 04 SEPT 2012**

Bank £1,923.17 cleared

Petty Cash £4.38

Cash in Hand £ 152.53 Shop

**Total Cash £2080.08**

Debtor BCC £ 284.48 Commission

**Grand Total £2080.08 Cash + Debtors -No Creditors =£2,364.56**

We have sold 41 of 45 water butts, one sale pending, leaving 3 water butts for CORTLAA toilets/sheds. Tennial have a water butt to collect water from the toilet gutter.

Total sales £328 (excluding one debtor £8.00)

Total expenditure £ 308

Profit £20.00

Closing stock year end £1,515, current est. £1,200 ?

**J Mc Quay Treasurer**