

Kingsley Allotment Association
Unapproved Minutes of Annual General Meeting
7 November 2015

Present David Eustace (Chair meeting)
 Chris Rigden (Secretary)
 Linzi Spong
 Sandy Parrott
 Robert Pearson
 Peter Dennison
 Jos Munt

Apologies: James Palmer
 Marie Burgess

1. Opening Remarks

The Chairman opened the meeting at 09.32am and thanked everyone for coming. The agenda for the meeting and minutes from the previous AGM had been sent out to all members by e-mail prior to the meeting.

2. Agree and Sign minutes of Annual General Meeting held on 2 November 2014

It was proposed that the minutes of the meeting held on 2 November 2014 should be agreed and signed by the Chairman.

Proposed: Chris Rigden
Seconded: Sandy Parrott
All agreed

3. Actions from last AMG

The actions from the previous AGM were reviewed and all were completed except for two (actions AGM /14-3 and AGM/14 – 4)

These actions were to consider changes to the constitution to allow for internet banking. This was covered in the Chairman's report to the meeting below.

4. Chairman's Report

The Chairman presented the Chairman's report, which is attached to these minutes.

The Chairman's report contained the wording to cover internet banking as put forward by the Treasurer. It was proposed that this wording should be accepted and added as an addendum to the Constitution.

Proposed: Linzi Spong
Seconded: Sandy Parrott
All agreed

Action AGM/15 - 1 Secretary to add addendum to Constitution

The Chairman's report also covered the issue of uncultivated plots during 2015. It was agreed that the Committee has no option but to send a letter to the holder of Plots 6 and 21 giving a month's notice of termination of their agreement.

Action AGM/15 - 2 Secretary to send letter of termination to holder of plots 6 and 21

5. Treasurer's Report

The Treasurer had provided a report for the meeting and this was presented by the Secretary. The report is attached to these minutes.

6. Election of Committee Members

Chris Rigden, Linzi Spong, Sandy Parrot, Robert Pearson and David Eustace all said that they would like to continue as committee members. James Palmer had sent a message prior to the meeting that he would like to carry on the committee for next year.

It was proposed that Peter Dennison should be invited to join the committee (giving one more member than required by the constitution)

Proposed: Sandy

Seconded: Linzi

All agreed

No further names were put forward and the following people comprise the Committee for 2016:

James Palmer
Chris Rigden
Linzi Spong
Sandy Parrott
Robert Pearson
Dave Eustice
Peter Dennison

James agreed to continue as Treasurer and Chris as Secretary. It was decided that the Chair would be agreed on a meeting by meeting basis as for the current year.

7. 2015 Fees and Subscriptions

The meeting was advised that the lease rental to the landowner would not increase for 2016.

It was proposed, as suggested in the Treasurers report, that plot fees should not be increased for 2016.

Proposed: Rob Pearson

Seconded: Linzi Spong

All agreed

Fees are due by 1st December, and non-payers will be chased up on 1st January. If fees are not paid by 1st February the Committee will decide whether or not to terminate Tenancy Agreements.

Action AGM/15 - 3 Secretary to liaise with Treasurer to issue email to all plot holders asking for payment of plot fees, and inform them about membership cards

8. Open Discussion

Vote of thanks – Jos asked for her thanks to the Committee for all their work keeping the allotments going over the year, to be recorded in the minutes.

Water

Action AGM/15 - 4 Sandy (and David) to turn off the water over the weekend of 7th November for the winter.

Newsletter

Action AGM/15 - 5 Secretary to produce annual newsletter. This is to include a piece about letting people know (perhaps notice on notice board) if there is spare produce that can be shared / taken, particularly if plot holder is on holiday during harvest time

Vacant plots – two full plots will be vacant at the end of the year, with the possibility of a further 2 becoming vacant soon. There is one person on the waiting list.

Action AGM/15 - 6 Secretary to contact people on waiting list to say that there are available plots

Action AGM/15 - 7 Secretary to advertise any available vacant plots in King's World and on the allotment and Parish notice boards.

Action AGM/15 - 8 Secretary to write to contact other local villages if all plots are not all taken up by year.

Rodents and Birds

Action AGM/15 - 9 Rob to ask James out where rabbit repellent pellets came from and get some to put down in Spring

Horse Manure – Jos said there was manure on her field near Baker's Farm corner that could be taken for use on the allotments

Mowing – It was agreed to ask Malcolm if he would continue to mow the grass next year as this keeps the site looking tidy and cared for.

Action AGM/15 - 10 Secretary to write to Malcolm Rust to thank him for cutting the grass this year and ask if he will continue the mowing next year.

Rotten fence on Eastern boundary of site – Linzi had noticed that the Landowners original fence outside the new allotment fence has rotted in places and fallen onto the allotment fence. She had propped the fencing back away from the allotment fence.

Action AGM/15 - 11 Secretary to let landowner know about rotten fence

Car Park – it was noted that the car park is being used by people not attending the allotments and some rubbish is being left behind. It was also noted that the drainage grill is dislodged.

Action AGM/15 - 12 Committee to consider putting up a ‘please put rubbish in bin’ sign.

Action AGM/15 - 13 Rob to look at drainage grill in car park and recommend any necessary remedial action

Tidy up Days – It was agreed that the tidy-up days would be on the 3rd Sunday of each month at 10am, starting in April. These times would also be used by the Committee to inspect the site and discuss matters.

Action AGM/15 - 14 Secretary to advertise tidy-up days in newsletter and on notice board and website

9. Close

The chairman closed the meeting at 10.25am.

Signed:

Chairman:

Date

Kingsley Allotment Association

Annual General Meeting

7 November 2015

Chairman's Report

Ladies and Gentlemen

Thank you for coming to the 2015 AGM of the Kingsley Allotment Association. It is my pleasure to present the Chairman's Report for this AGM.

Kingsley Allotments in 2015

The last AGM was held on 1 November 2014.

As in previous years, there have had a few highs and lows this years. Unlike the previous year, the weather was more benign but rather dry through the spring and certainly much less windy.

Although the wind did not blow over any sheds this year, vandals broke into the site on or about 3 April. They vandalised every shed - breaking door locks and turning some over. It seems that very little was actually stolen but the police were informed.

Rabbits were not so much of a problem in 2015 and the strategy of keeping the boundary fence clear of growth seems like it may have worked.

However, moles came back with a vengeance. We bought in the mole catcher who dispatched 4. He also gave the secretary a lesson in how to catch moles and the secretary then dispatched a further 2. The moles were much reduced over the summer but have recently returned.

The association bought a new bird scare'm kite. This was damaged in a strong wind, but the company provided new wing struts free of charge to repair it.

I think most plot holders have had a fairly productive year, but it took a while to get going because of the dry weather early in the year.

Thanks are again due to Malcolm Rust who has mowed the grass regularly which has helped to keep the site looking tidy, as well as to members who have turned up for the Tidy Up days.

Changes to plot holders

Janine and Al Edbrooks took over plot 2 - May 2015

Karl Barber took over plot 17 - Nov 2014

Marie Burgess and took over plot 20 - Nov 2014

Note. Plot 20 increased in size to a full plot - August 2015

Maria Youngs took over plot 25 (as well her original plot 24A) – Dec 2014
Helen Meyers and Sue Scrivener gave up plots 17 and 25 respectively – Dec 2014

Emails were sent to 4 plot holders in Sep 2015, saying that their plots did not meet the requirements for cultivation during the year and the committee is considering terminating their agreements.

Two members responded positively saying that circumstances did not allow them as much time as they would have liked to go to their plots this year, but they were keen to carry on.

One replied that he wanted to give the plot up and would clear his stuff off site by the end of the year.

One plot holder (with 2 plots) has not responded (as of 1 Nov).

This means that at the moment there are definitely 2 vacant plots (1 and 16) and possibly a further two (6 and 21).

There is one person currently on the waiting list.

Our Constitution

A small amendment to the constitution was agreed at the last meeting. The wording for this was subsequently proposed by James to read '[When making payment by cheque 2 committee members will be required to sign. When payment is made via the association's Internet Banking service only one committee member will authorise the payment.](#)'

There were 6 people elected to the Committee at the last AGM:

James Palmer - Treasurer

Chris Rigden - Secretary

Linzi Spong

Sandy Parrott

Rob Pearson

David Eustace

(It was decided to nominate a chairman on a meeting-by-meeting basis)

Rent

As expected, the rent payable to the landowner for the site was increased for 2015. Hence it was decided to increase the rent to plots holders to £32 for a full plot (an increase of £1 over the previous year) and £16 for a half plot for the year 2015.

The rent paid to the landowner will not increase for 2016.

Thank You.

Kingsley Allotment Association

2014-2015 AGM Treasurers report

Prepared by: James Palmer

Date: 4 November 2015

This is the end of our sixth year and we have a healthy reserve of c.£1000.

This year for the first time we spent more than we received in rent. This due to a higher spend on site maintenance. I am not concerned about this as the spend was mainly one off items such as the bird scarer and we have plenty of reserves.

In summary, income this year was £734.64, with outgoings of £791.12. A full list is available on request. We started the year with £1132.88 and ended it with £1,076.40.

I hope everyone had a good year and I would like to thank my fellow committee members for doing such a great job and for all of their hard work in keeping things running smoothly especially whilst I was ill.

Normally I would remind everyone about subs being due, but as we haven't agreed to the amount yet so watch your inboxes.

Thank you