

Draft Minutes
ANNUAL GENERAL MEETING
SATURDAY 21 NOVEMBER 2020
By Zoom

Present:

James Palmer
Maria Youngs
David Eustice
Peter Farrin
Rita Farrin
Anne Tutt
Chris Rigden
Pamela Hibbins (Clerk to Kingsley Parish Council)

Apologies received:

Peter Dennison
Jos Munt

1. Open meeting

Chris Rigden told the meeting that Peter Dennison (the current chairman) had phoned about 9 o'clock to say he would be unable to attend the meeting because he had to deal with an urgent family matter.

The members present at the meeting agreed that since the meeting was attended by a quorate it should continue and that Chris should chair the meeting.

The Chairman introduced the attendees and thanked them for joining the Zoom meeting.

2. Minutes of the 23 Nov 2019 AGM

These were agreed at the Committee meeting on 19 Feb 2020

3. Review actions from last AGM

Actions from the AGM were reviewed at the Committee meeting on 19 Feb 2020

Matters Arising (from actions):-

Tidy-Up Days – None held during year because of Covid-19 restrictions

Levelling Pathways – Actions taken to level molehills in path

Tin Foil – Permission granted for collection bin on site

Guinea Pig compost – Offer of compost declined

Newsletter – Sent out 1 March 2020

Grass Cutting – Malcolm Rust agreed to continue doing this for 2020



4. Chairman's Report

Chris read out the report prepared by Peter. A copy is attached to these minutes.

Action: Chris to send an email to Sandy Parrott and Rob Pearson on behalf of the Association thanking them for their contributions as members of the Committee.

5. Treasurer's Report

James presented his Treasurer's report and described the financial position of the Association.

James estimated that the water bill for this year would be significantly higher than last year.

Action: Pam to forward latest water bill to the Association once she has collected it from the post box in the Kingsley Centre.

Maria asked if we should check for water leaks again.

Action: James to undertake a leak check during the winter when no one is using water.

6. Election of Committee members

So far the following people have indicated they would be willing to serve on the committee for the next year:-

Peter Dennison
James Palmer
Maria Youngs
David Eustice
Anne Tutt
Chris Rigden

No further nominations were made at the meeting. Six members are required to form the committee and so all the above were duly elected to the committee.

Proposed: Chris Rigden
Seconded: David Eustice
All Agreed

7. Election of Chairman, Secretary and Treasurer for 2021

Last year Peter was Chairman, James was Treasurer and Chris was Secretary. Peter and James have indicated that they are willing to continue as Chairman and Treasurer respectively.

Chris has indicated that he is willing to continue as Secretary for the time being, but with the hope that he would be able to hand this role to someone else on the Committee during the year.

There were no further nominations for these roles at the meeting and so the following were confirmed:



Peter Dennison – Chairman

James Palmer – Treasurer

Chris Rigden – Secretary

Proposed: David Eustace

Seconded: Maria Young

All Agreed

8. Plot fees for 2021

James pointed out that the fee paid to the Land Owner for the site was increasing from £350 to £400 next year. This equates to an increase of just over £2 for each full plot. Such increases would mean a charge of £48 per large plot and £24 per half plot.

The question was asked should the rent be set at £50 for a large plot. Chris pointed out that when the allotments were set up the Parish Council wanted the allotments to be inclusive and so plot rents should be as low as possible. Hence the advice of the Treasurer should be heeded as to what level just covers likely expenditure and liabilities.

It was suggested that the Committee could review the level of rent half way through the year when some of the uncertainties concerning expenditure are resolved.

The Treasurer noted an email from an Association Member who expressed a concern that the plot rents for Kingsley seemed to be higher than some other allotment sites.

The Treasurer had considered this and other factors such as the Allotment site being leased from a local land owner whereas some Allotment Associations do not have to pay site lease fees, the inclusion of water in the rent, the recovery of the reserve following the exceptional expenditure in 2018 for mole control, the needs for site maintenance and tidy-up that the Association has to pay for.

It was agreed that the plot rents for next year should be set at £48 for a full plot and £24 for a half plot.

Proposed: James

Seconded: Maria

All Agreed

Action: James to send out rent letter to all plot holders in next two weeks. The letter will contain the reasoning behind the level of rent being levied.

9. Update Policy and Procedures

There are no new updates to policies or procedures proposed for consideration at this meeting.



10. Open discussion (eg improvements, concerns or ideas, that you might have for the allotment plots)

Wind-Breaks:

Peter raised the issue of the state of repair of the wind-break fencing. The Association has new posts ready for repairs but the Covid-19 restrictions have not allowed working parties to work on the site.

The question was asked if individual members could repair the fence near to their plots. The Committee was happy for people to do this.

The new posts are kept near plot 14 and James has a post stomper in his shed which others can borrow.

Action: Chris to let all members know that if they wish to repair the wind-break posts adjacent to their plots then they should contact James to let him know how many posts they will be using and make arrangements to use the post stomper.

Rabbits:

Maria said that work need to be done to repair holes in the perimeter fence when Covid-19 restrictions allow.

Action: Maria to apply rabbit repellent spray along the fence in early spring.

Animal Sanctuary:

Anne expressed thanks for the warm welcome she received when she took on her allotment and has enjoyed her time tending her plot.

She asked if it is OK to put the notice on the notice board seeking contribution for the Animal Sanctuary.

It was agreed that it was and Members at the meeting expressed very strong support for the initiative.

Gate Lock:

David stated that it is very tricky to set the combination to open the main gate.

Action: James to change the lock to one which is easier to set.

11. Date of next meeting

Action: Chris to set up a Committee meeting for February 2021.

Chairman's Report 21 November 2020

- The last AGM was held on 23 Nov 2019.
- We have been fortunate in the year of Covid in that we have been able to stay open by meeting the criteria set out by Government. This has enabled us to have the associated exercise and enjoyment of working on our plots. The only notable downside has been that such matters as tidy-up days and replacing posts for wind-proofing have been curtailed. The Committee has been able to function by phone or the internet.
- All plots were rented out for the year. We had 3 new plot holders join during the year.
- The rabbits have been an issue, taking over the nuisance role of the moles from the previous year. However, it has been a productive year nevertheless for most of us.
- Once again, thanks are due to Malcolm Rust, who has mowed the grass regularly and kept the site tidy.
- On behalf of us all, may I thank Sandy and Rob for their contributions as members of the Association Committee. Both wish to stand down at the end of this year. Sandy has been on the Committee since the allotments were opened in 2011 and Rob since 2013.



Kingsley Allotment Association

2019-2020 AGM Treasurers report

Prepared by: James Palmer

Date: 21 November 2020

This year we continued our recovery of our reserves, we have approximately £250 go to return us to pre-2018.

The cash position for the end of year increased to £1021 from £838. Regrettably I don't yet have the amount of the water bill however based on the readings its likely to be significantly more than last year (2019 we used 142cm, this year we used 252cm).

Income this year was £1113.37, with outgoings of £930.50 giving us a surplus of £182.87. The significant amounts were rent £350, water £286.06 and site maintenance at £213.99. We have debtors of £45.00 (for outstanding rent) and creditors of £0. A full breakdown is available on request. We end the year with a cash position of £1021.77 made up of cash £49.92, Current account 23.92, Savings account £947.93.

Next year will see an increase in the rent to £400 and as mentioned I expect a higher water bill I therefore will be recommending to the committee to increase the rent for a full plot by £3 to £48 and half to £24.

I would like to thank my fellow committee members for all of their hard work and support.

Thank you