A logo of a tree with birds

Description automatically generated

**Committee Meeting**

**Date:- 19th September 2024**

**Time:- 7pm**

**Location:- DSRM**

**Present:**

Wilf Whatmore – Chair (WW) - Chair of Association

Alison Thomas – Minutes (AT) - Secretary

Keith Robinson (KR) - Treasurer

Amanda Woodward (AW)

George Roockley (GR)

Dodie Brown (DB)

Avril Rennard (AR)

John Franks (JF)

Sue Christophers (SC)

No apologies

Rob Caley (RC)

|  |  |
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| 1. **1** | **Welcome** |
|  | WW welcomed everyone to the meeting |
| 1. **2** | **Apologies** |
|  | GH |
| 1. **3** | **Minutes of Previous Meeting** |
|  | Read – Not agreed see points below |
| 1. **4** | 1. **Matters Arising** |
|  | Fire Vote – Not unanimous, amend KR thinks we should not ban fires and did not agree.  There was a discussion regarding private information in the committee minutes. AT was worried that this would mean that minutes would not be recorded as a true record.  It was also mentioned that there should be no names by raised points or comments. AT again stated that this would mean the minutes are not recorded as a true record. |
| **5** | **Action Log** |
|  | Cameras – AT advised that Bellburn Lane have are solar powered, direct to phone, £80 each. Further information required. Cameras are now on the top row and this covers the shop. **ACTION AT - DONE**  Fires Policy - There should be a part about not dumping things near the fire area, also take out tip permit bit until heard from the council. **ACTION AT - DONE**  Committee voted again on fires. 1 against and 8 for. We will get a permanent surface for the fire area near the gate. |
|  | **Standard Agenda Items** |
| **6** | **Secretaries Report** |
|  | Secretaries Report   1. Correspondence – Members   AT shared information from three tenants.   1. Correspondence – External - none 2. Other Issues - None |
| **7** | **Plot Manager Report** |
|  | Plots Manager Report   1. Waiting list   45 on the waiting list,1 since the last meeting   1. Vacant / Condition Report   AT shared inspection notes from 24.08.24 and 18.09.2024   1. Other |
| **8** | **Health & Safety Report** |
|  | Nothing to report |
| **9** | **Equipment Report** |
|  | Timer is broken bottoms row near GR’ plot, and also the one near KR |
| **10** | **Treasurer Report** |
|  | 1. Bank Balance – bank statement was shared. 2. Income & Expenditure – the current spending was shared. 3. Any questions – no questions |
| **11** | **Shop Manager Report** |
|  | Nothing to report |
| **12** | **Any Other Business** |
|  | **12.1** |
| Raffle prizes needed for the presentation night. AT to contact tenants to ask everyone to bring a prize. **ACTION AT - DONE** |
| **12.2** |
| Documents to approve:  Fires – Discussed in section 4. Agreed.  Welcome Pack include polytunnels and that permission is needed before.  Tenancy agreement – check wording regarding termination. 2d advise committee rather than ask permission. |
|  | **12.3** |
|  | Committee Minutes – Query from KR – Discussed in section 4 |
|  | **12.4** |
|  | Potato Order – advised John Moknhouse will no longer be ordering. We will see if we can order from Scotland. **ACTION AT** |
|  | **12.5** |
|  | Pie & Peas – 18th October up to 22. Need 30. Reminder message to be sent. Add Amanda and Mike, Alison & George.  Fruit and Veg Show – 21st sept 10am. Do earlier next year. |

**Date and Time Next Meeting:**

Date: Thursday 24th October 2024

Time: 7pm

Location: DSRM