

**WALMLEY ASH ALLOTMENT ASSOCIATION  
COMMITTEE MEETING  
SITE HUT – SATURDAY 1<sup>ST</sup> JUNE 2019 AT 11:00AM**

**Present:** - AS (Acting Chair & Fundraising), BC (Secretary), LB, LC, GC and SP

**In attendance:** - JG, JH, PH and RT

**Apologies:** - CC (Treasurer)

**1. Minutes of the meeting held on 27<sup>th</sup> April 2019**

The minutes of the Committee meeting held on 27<sup>th</sup> April 2019 were agreed as an accurate record of the meeting.

**2. Matters arising not covered on the Agenda**

Matters to be discussed were all covered on the agenda.

**3. Updates**

**i. Vacant plots/new plot holders**

AS reported that plot 36B had been let leaving only 2 half plots available to rent. Current occupancy was 98% with an expression of interest for taking on a plot. New plot holders were continuing to make efforts to tidy their plots.

**ii. Plot 40 drainage pit, plot 42 fence repair, removal of filing cabinet, plot holders' noticeboard and beehive query.**

- The drainage pit adjacent to plot 40 had been filled in by GC using materials he obtained himself and the surface finished to match the surrounding area.
- The fence adjacent to plot 42 remains in need of repair. AS suggested the contractor for the extended car park could be asked to complete this task as part of the contract.
- The damaged filing cabinet had been removed.
- It was agreed plot holders would find it useful to have a notice board to they could use to post their own notices but there is currently only one key for the board in mind. The siting of the new gazebo would be a useful location.
- A notice from BCC had been left on the plot of the tenant who had expressed an interest in establishing a bee hive on site setting out all the conditions to be met before permission from BCC would be granted. The beekeeper must also be registered with The British Beekeepers Association.

**iii. Area of brambles by the spinney gate**

AS reported that GC and AS had cleared the area of brambles by the spinney gate and also covered the remnants of the nearby well. New bramble growth was already apparent in the area so regular attention would be needed to keep the area clear. Rapid weed growth was evident along the perimeter fencing – plot holders were to be encouraged to help keep it down. If WAAA was to be considered for the most improved site then work around the site would need to be done.

**iv. National Citizen Scheme**

BC gave an update on the National Citizen Scheme activity – the young people would be on site for planning purposes on 2<sup>nd</sup> August and back on 4<sup>th</sup> August to share plans in preparation for the chosen activity on 10<sup>th</sup> August. From the previous list, organising an 'Open Day' for plot holders, family and friends might be the most useful. This would not be open to the public. Discussion took place regarding fund raising activities that could take place on the day such as a raffle and a vegetable display where plot holders pay an entry fee to exhibit.

**v. Visit by Beaver group on 2<sup>nd</sup> May 2019**

AS reported that the 21<sup>st</sup> Sutton Coldfield Beaver group had to cancel their proposed visit on 2<sup>nd</sup> May. No update had been received regarding another visit date.

**vi. Visit by The Shrubbery School on 10<sup>th</sup> July 2019**

AS reported that pupils and staff from The Shrubbery School would be on site from 14:00 to 15:30 on 10<sup>th</sup> July 2019.

**vii. Polytunnel**

Costs for a new polytunnel were approximately £100.00. A suitable location was being considered with final decisions to be made once the outcome of the Sutton Town Council funding application was known – this was likely to be by the end of August 2019.

**4. Future projects and funding**

**(Project 1 – Sutton Town Council funding if successful)**

**i., ii, iii Schools Community Project (gazebo and extension to the car park)**

AS reported that, assisted by BC, the application to Sutton Town Council for the sum of £10,000 was almost complete and included the soil for completing the 3 raised beds that would be sited close to the gazebo. The application process was very detailed. AS had written a Young People's Safeguarding Policy and an Equal Opportunities Policy.

**(Project 2 – Sutton Municipal Charities funding if successful)**

**i. Extension to site hut**

AS gave an update on the bid for funding for the extension to the site hut, including extending the base and internal furnishing would be approximately £18,000.

**ii. Installation of electricity and water supply for the site hut**

- AS gave an update on the water connection from the toilet block to the site hut – connection charge c£1,000.
- AS was still waiting for an electrical site visit to check the condition of any existing electrical supply cables that might be in place. Costs for making good any cabling were c£2,000 - £10,000 depending on condition.
- Discussion would need to take place with Marion House regarding the proximity of the site hut's proximity to the border between the properties following the extension of the site hut.

**iv Refurbishment of the toilets**

Costs for this were incorporated into the overall funding bid to Sutton Municipal Charities.

**v. Fruit Press**

It was reported that the purchase of a fruit press on another allotment site had yielded a significant amount of fruit juice which could, in turn, become an income generation method if deployed on the WAAA site.

**5. Any other business**

**i. Chairman**

- a). AS was informed that a plot holder was not well and probably unable to work on the plot this year.

**ii. Secretary**

- a). BC reported she had regularly sent in the schedule for maintenance work to be carried out by contractors but had not yet received a reply. BC had also asked about electricity on the site but had not received a reply.

**iii. Treasurer (some information withheld as not for public viewing)**

CC provided the following balances as at 24<sup>th</sup> May 2019: No transfer of payments had been received from BCC regarding Schedule 7. There was a final bill from Severn Trent Water which BC would pay online. No new bill from Water Plus had been received as yet.

**iv. Committee members**

**a). Lawnmower**

SP confirmed the lawnmower repair but, for clarity, stated that it was technically his own lawnmower rather than belonging to WAAA. Discussion took place regarding mowing in the absence of the contractors carrying out scheduled maintenance - SP had cut several of the paths and would continue to do more, AS had carried out some mowing and JG volunteered to undertake some mowing too. It was agreed that a site lawnmower would be useful and costs were to be explored and discussed at the next committee meeting.

**b). Welcome meeting**

AS suggested a welcome meeting for plot holders to take place on Saturday 6<sup>th</sup> July 2019 from 18:00 – 21:00 which may be particularly useful new plot holders to meet their plot neighbours and members of the committee. This would be a 'Bring Your Own Food' event as there are no catering facilities on site. A fundraising raffle was suggested.

**c). Annual General Meeting**

BC confirmed the venue for the Annual General Meeting as Walmley Community Hall on Tuesday 1<sup>st</sup> October 2019 from 19:30 to 21:30. Light refreshments of tea, coffee and biscuits would be provided with assistance from plot holders.

**d). Use of the toilets**

SP raised the issue of plot holders' use of the toilet facilities and the condition the ladies toilet was left in recently. A plot holder, CH, cleans the toilets regularly which the committee and users really appreciate. It was totally unacceptable for any plot holder to use the facilities and leave them in such a dirty condition. BC had sent a notification to all plot holders to remind them of this.

**e) Birmingham City Council – Health and Safety check**

SP reported that Mark Peters from BCC Allotments had visited the site to undertake a Health and Safety check. As part of the feedback, positive comments were received on the new signage and new fencing.

**d) Sutton Trinity Ward, Police**

SP enquired if any information had been received from Sutton Trinity Ward police regarding the availability for funding via the Active Citizens Fund. To be followed up.

**e) Competitions**

Entries were required for forthcoming competitions for best plot and best newcomer's plot. Using criteria provided, 3 committee members were asked to look at all the plots and select two plots to put forward for each category. Selected plot holders would be contacted to seek approval before submitting an entry.

**f) Birmingham District Allotment Confederation (BDAC)**

BC stated that the BDAC annual general meeting was taking place on the afternoon of 1<sup>st</sup> June 2019 which BC and GC would attend. An Area 6 meeting was taking place at Boulevard Allotments on 8<sup>th</sup> June 2019 to which committee members were welcome to attend.

**6. Date, time and venue of next Committee meeting**

The Committee agreed to meet on Saturday 22<sup>nd</sup> June 2019 at 11:00am in the site hut.

There being no further business, the meeting closed at 12:55