

**WALMLEY ASH ALLOTMENT ASSOCIATION
COMMITTEE MEETING
SITE HUT – SATURDAY 7TH SEPTEMBER 2019 AT 11:00AM**

Present: - AS(Acting Chair & Fundraising), CC (Treasurer), BC (Secretary), GC, LB (Notes), and SP

In attendance: - JD, JH, PH and RT

Apologies: - LC

1. Minutes of the meeting held on 20th July 2019

The minutes of the Committee meeting held on 20th July 2019 were agreed as an accurate record of the meeting and were approved by the Acting Chair.

2. Matters arising not covered on the Agenda

Matters to be discussed were all covered on the agenda.

3. Updates

i. Plot holder's notice board/beehive

- The notice board for plot holders has been installed by plot 26.
- There was no progress to report regarding the establishment of a beehive on site. Any developments would be considered at the Annual General Meeting (AGM).

ii. Security cameras

Two security cameras had been deployed on site. Recorded footage had not been observed yet. This item would be mentioned at the AGM.

iii. Lawnmower

The purchase of a petrol lawnmower was likely to be completed between September and December 2019. Although BCC were responsible for mowing the main grassed paths, a mower on site would be useful, for example, when plots without tenants were not being cultivated. There was still an ongoing issue with BCC regarding hedge cutting.

iv. National Citizen Scheme

The teenagers from the National Citizen Scheme (NCS), who were supervised by an NCS group leader, were well-behaved, enthusiastic and carried out a considerable amount of work on 10th August 2019. They supplied their own tools, which they left with WAAA. The NCS has asked if they may be able to bring another group in November possibly for just one day and probably with a different group leader.

v. Flo Pickering Fund

It was confirmed that money from the Flo Pickering Fund would be released to repair the perimeter fencing adjacent to AG's plot and JN's plot. Access to both fence lines would need to be cleared to ensure the contractor(s) could carry out the necessary work.

vi. Competition results

Competition results for WAAA were confirmed as 1st in the 'most improved' site category with a prize of £50.00 and joint 5th for 'best managed' site.

vii. Banking arrangements

AS gave thanks to CC for his service as Treasurer after CC's decision to stand down and to PH for his willingness to stand as Acting Treasurer. Signatories and address details had been provided to the bank for the various WAAA accounts. Discussion took place regarding the facility for plot holders to pay rents etc online or at the Post Office. Cash would no longer be collected at the AGM but payments by cheque would be accepted.

viii. Agenda for AGM

Discussion took place regarding the structure and items for the AGM agenda namely: Chair's Report (including funding for project 1 [Sutton Town Council] and project 2 [Sutton Municipal Charities]); Treasurer's Report; Secretary's Report; proposed amendments to the WAAA constitution [to allow officers to stand for 2 years, to change the date of the AGM, to allow partners or sons/daughters as associate members]; election of Officers and general committee members, proposed motion to be put to the AGM [to charge £10 per year to cover site expenses] and any other matters for discussion such as competition entry and possibly hosting a WAAA site competition and holding a raffle at the AGM. RT kindly volunteered to make cakes for the AGM.

4. Future projects and funding

(Project 1 – Sutton Town Council funding - 2019)

Schools Community Project (gazebo and extension to the car park)

AS reported that, at the time of the meeting, no further information was available.

(Project 2 – Sutton Municipal Charities funding - 2020)

(Extension to site hut, installation of electricity and water supply for the site hut and refurbishment of the toilets)

AS reported that, at the time of the meeting, no further information was available.

5. Any other business

i. Chairman

- a) Plot holders had responded positively by clearly displaying their plot numbers.
- b) Plot holders who had recently taken on plots were continuing to work hard and were making good progress on their plots which added to the overall improvement in the appearance of the site.

ii. Secretary

- c) The introduction of a tool allowance, including petrol, to cover maintenance carried out on the site by plot holders would be helpful to minimise plot holder's 'out of pocket' expenses.
- d) A seating re-arrangement at the AGM using the length of the hall with all Committee members at the front would ensure everyone could see each other and hear all the discussions.
- e) It would be appropriate for thanks to be given for previous committee members and regular site helpers.
- f) It would be appropriate for competition prize winners to be awarded with a small prize in recognition of their achievements.
- g) The possibility of organising a Christmas get together was raised. Possible alternative venues were suggested such as Chase Farm (day time) and JD drew attention to the Deanery School Children's Centre.
- h) Confirmation was given that the gate to the spinney would be locked from November to March and water would be turned off during this period. This had been conveyed to plot holders previously.

iii. Treasurer

- i) PH would prepare financial information for presentation at the AGM.

6. Date, time and venue of next Committee meeting

The Committee agreed to meet on Saturday 9th November 2019 at 11:00am in the site hut.

There being no further business, the meeting closed at 12:00.