

Minutes of Committee meeting held at Pretoria Road allotments on 6th July 2014.

Apologies for absence:- Jenny and Chris

1. **Composting bays:-** Angela asked about the composting bays and how they should be used. It was explained that plot holders should compost annual weeds by leaving them on their plot to dry for a day or two, then remove them either to their own compost bays/bins or to the new composting bays provided.
2. **Parking at the allotments:-** Angela suggested that parking needs to be addressed as it is being abused by some plot holders. Les stated that he will add this to the 10 top tips notice and distribute it. Parking signs may also be added
3. **Shed improvements:-** A dishwasher was suggested to help combat the fact that many people still do not wash up after themselves, leaving work for others. This is not acceptable and the dishwasher was suggested as a way to overcome this. However, plot holders need to be aware that rents might have to rise to fund this. The milk situation was raised but not thought to be a problem. Things to be left as they are for the present.
4. **Plot availability:-** It was agreed that half plots only would be on offer to new members but that this would be reviewed annually.
5. **Events Calendar:-** Roger suggested that the Committee should create a calendar of forthcoming events each year. This to be created each January and to cover all events which take place at the allotments or which affect the allotments throughout the year. Some research would be necessary in order to get this right and it should be subject to alteration as needed. Roger further suggested that he should advise all Committee members at least 6 weeks prior to an event, so that necessary preparations can be made to avoid events becoming disappointing. The Calendar would be entered as a separate page on the Website and also displayed at the allotments for all to see.
6. **Strimmer:-** Roger asked what was happening to the strimmer which has been away for repair. It was stated that this will be checked up on and also that the possibility of buying a 2nd new strimmer would be looked at.
7. **Spare Land:-** Work on this is ongoing but was delayed due to Patchway festival etc. Any damaged trees will be replaced.

8. **Rubbish:-** Rubbish created in the shed and toilet areas is a problem re disposal. Les advised that a black bin which the council would empty, is being negotiated but concerns were raised that this would be abused by others, so it was decided that said bin would be kept locked up between collection dates.
9. **Flymo and Lawn mowers:-** It was agreed that the Flymo needs replacement and this will be dealt with. The lawn mowers have been repaired.
10. **Storage of plot holders private machinery:-** All plot holders who use the storage facilities at the allotments, must clearly mark their machines so that they can be identified. A new log book of such machines will be created. This is required for insurance purposes and the Committee has stated that machines not marked or logged, do not officially exist as far as insurance goes, as it cannot be proved that they were stored at the allotments.
11. **Storage of personal fuel:-** No fuel is to be stored at the allotments for personal use with immediate effect. The storage of fuel creates an unnecessary fire risk and could invalidate our insurance. Any fuel found stored will be removed by the Committee.
12. **Cups and shield:-** Cups are presently being kept by a plot holder, who thought that once he had won them, they were his to keep. Darren is to have a word and explain matters.
13. **Letters to plot holders:-** As of the date of this meeting, we do not know whether letters have been sent to plot holders whose plots were identified as needing attention. Mike and Roger did check all plots and provided a list to Jenny. However she did not notify anyone whether the letters had been sent. Mike and Roger will continue to check on plots on a monthly basis.
14. **AOB:-** Alan Ashman is not obtaining the manure this year. Mike Stinchcomb may be arranging this.

Repairs to various mains water taps are to be put in hand by Les

The two large metal storage bins have badly leaking roofs and Les is to look into the question or repairs/ replacement. It is not known who is responsible for repairs (us or the council?) This is being looked into also. It is possible that we may obtain a grant from Merlin Housing to effect repairs

