

# **PRETORIA ROAD ALLOTMENT SOCIETY**

## **MINUTES OF THE COMMITTEE MEETING HELD 3RD MAY 2015 AT THE ALLOTMENT SITE**

**Apologies for absence:** Terry Wall. Derek Howell.

**The 1<sup>st</sup> item** on the agenda was the adoption of the minutes from our March meeting. After some discussion, during which Les went through the various items in the minutes, the minutes were adopted unanimously.

**The next agenda item** was the condition of the machinery (mowers and Rotavator). Mike advised that the Rotavator was under repair and that the condition of it was in part due to misuse. The same applied to the mowers, as someone had managed to bend the handles of one of the mowers so badly that they had to be replaced.

Some Committee members thought that we should only allow use of the Rotavator in future, after checking the condition of the plot in question. If the ground was hard and had obviously not been dug at all, then we would refuse the use of the machine. This was agreed by the Committee. Larry suggested that as of the end of season/AGM, we should withdraw use of all machinery and advise members that they should provide their own equipment in future. He suggested that the Committee buy a generator so that members could use their own electric mowers etc. This suggestion is to be brought up at the AGM and voted upon.

It was decided and agreed upon, that a new book would be provided and placed in the kitchen. This to be used for booking out machinery by a Committee member, so that we know who has used each machine. Members must sign for the Rotavator and mowers and return them to the said Committee members, who will inspect them. Members are not allowed to simply “pass on” equipment that they have borrowed. Roger will obtain the new book, as well as a new receipt book for plot rents.

**Next**, Roger suggested that all keypad codes (except the Wcs) should be changed on a fairly regular basis, to ensure that our security remained at a high level. This was generally agreed to.

**The next item on the agenda**, was a proposal from Roger, that our system for allocating plots needs tightening up. We are not always obtaining full details from the new plot holders from the start and we must insist that rents due are paid in full and an agreement signed, before the new plot holder is allowed to use the plot. It is very difficult for the Secretary to keep the records accurately if these items are not adhered to. There was a short discussion of this item and it was generally agreed that we need to improve our standards in this area.

**Next on the agenda** was a general reminder, that our bacon booty morning is on the 23<sup>rd</sup> May and that we need to make necessary arrangements for running this. It was agreed that some signs would be made up and displayed around the site. These could be re-used for future events. We shall be providing bacon rolls in the morning and cream teas in the afternoon. The event is anticipated to run from around 10.00 am until 4 pm.

**We then came to the matter of new handbooks.** Angela has done a great deal of work on these and should be commended for this. We need to remember that the handbook contains much information for plot holders and in particular, it contains the rules that we expect members to abide by. It is vital therefore, that all members should have a copy of the handbook as soon as is practical. We cannot assume that all members know the rules if we do not provide them with a copy. Since our meeting, Mike has put a copy of the handbook on our website. We should remember though that not everyone has the internet or wishes to use it.

**Next,** we discussed briefly what we should do regarding advertising the dates for the Patchway Festival. It was agreed that we should obtain the dates and display signs regarding this event. Les has agreed to deal with this.

**We then** discussed the condition of plot 14b. It is in a poor state and as it is vacant, would prove off putting to potential plot holders. It was agreed that a party of Committee members would deal with the plot and generally tidy it up.

### **ANY OTHER BUSINESS**

Laminated signs, bearing each Committee member's name and plot number are to be made and it will then be the responsibility of each Committee member to ensure his/her signs is displayed near the shop, whenever he/she is on site. This is so that plot holders always have someone they can approach if they need the shop opened or require machinery etc.

Mike is to put a map of the whole allotment site on our website, together with a list of the plot holders (supplied by Roger).

We all expressed our appreciation of Amera's help with all our functions and indeed, with many other things as well. She is much appreciated for her helpful manner and for the many ways in which she helps everyone she has dealings with.

Badra Rodrigo has sadly decided to give up her plot at the end of this season, as she has decided to stay in her native homeland for now. Mike Checkley from 27b is looking after things in Badra's absence and would like to take the plot on from 1<sup>st</sup> October. The Committee are in agreement with this, as we have no waiting list.

Roger announced that he will not stand as Secretary again at the AGM.

Les advised us that the builder who was to start work on our proposed new composting bays, has pulled out. We now need to approach other builders and obtain new quotes. Larry said that it is possible that we may only be able to get one bay built this season and look to getting another done next year.

Larry and Leon advised that the painting of the refurbished lean-to shed will go ahead as soon as possible. Larry further stated that the electrics for the shed will be completed shortly.

Our next scheduled meeting will be at 10.30 am on Sunday 5<sup>th</sup> July.