

PRETORIA ROAD ALLOTMENT SOCIETY

Minutes of the Annual General Meeting held on 1st October 2019 **at the Casson Centre, Patchway**

Committee Members Present: **Les Brooks – Chairman**

 Mike Stinchcomb – Vice Chairman

 Norman Bradford

 Diana Sidwell

Apologies: **Derrick Howell – Treasurer**

 Terry Wall

The Chairman, Les Brookes, convened the meeting and extended a welcome to everyone and thanked them for their attendance.

The minutes of the 2018 AGM were adopted and a copy was signed off by the Chairman.

Chairmans Report

Les thanked everyone that have helped with the running of the site throughout the year, adding that it has been a busy year. Both fundraising events had gone well, however, the recent "break in" has again resulted in significant additional work for committee members. A new container has been purchased and this will enable site electricals, mowers and rotivators etc. to be stored securely in future. When the insurance claim is settled a new mower and rotivator will be purchased. Les reported that meetings with the Town Council, regarding the clearing and grubbing out of the trees along the bottom fencing, are currently ongoing in order to try to resolve plot holders concerns.

Treasurers Report

In Derrick's absence Mike Stinchcomb ran through the Treasurers report. He reported that both the General Account and Fundraising Account were in credit. The water bill has again this year been the most expensive outlay, £100 higher this year, the reason being the hot dry summer.

Below is a brief outline of the balance sheets, a full copy of both Balance Sheets will be displayed with the AGM Minutes and can be viewed on the Allotment Notice Boards.

General Account	£		£
Funds from 31 August 2018	1129.11		
Net Expenditure	340.18	Total	788.93
Funds held on account	683.73		
Cash on hand	105.20	Total	788.93

Fund Raising Account

Funds from 31 August 2018	1845.76		
Stock from 31 August 2018	999.70	Total	2845.46
Funds held on account 31 August 2019	2211.76		
Stock held on 31 August 2019	965.61		
Cash on Hand	26.02	Total	3203.39

Adoption of Officers

The following Society Officers and Committee Members were elected:

Les Brooks - Chairman
Mike Stinchcomb – Vice Chairman
Derrick Howell - Treasurer
Doug Blackwell - Secretary
Norman Bradford - Committee Member
Terry Wall - Committee Member
Diana Sidwell - Minutes Secretary
Mary Hayward - Committee Member
Mike Kennedy - Committee Member

Any Other Business

Les also reported that the Town Council will now permit both sheds and greenhouses to be erected on plots.

There was debate amongst those present regarding the need to have a uniformed style of Shed and the colour of paint to be used to ensure that the allotment site remains standard throughout. The Committee will discuss and set down a standard for sheds/greenhouses and this will then be included in the hand book.

The proposal to amend the Constitution to adopt the post of Minute Secretary was put forward and agreed.

The proposal to amend the Constitution to increase Plot Holders rent by £4 per year to cover the cost of Public Liability Insurance was put forward and agreed. Those present were advised that previously the Town Council had accepted responsibility for this but will no longer do so. The premium this year has been paid from general funds. It was felt that this cost should now be met by the plot holders.

The Chairman declared the meeting closed and invited all present to have a cup of tea and biscuits.

PATCHWAY PRETORIA ROAD ALLOTMENT SOCIETY

STATEMENT OF ACCOUNTS

1 SEPTEMBER 2018 TO 31ST AUGUST 2019

GENERAL ACCOUNT

EXPENDITURE	£	RECEIPTS	£
RENT TO COUNCIL – 2018/19	1262.50	COUNCIL RENT – 2018/19	1345.86
RENT TO COUNCIL – 2017/18	87.57	WATER CHARGE	507.66
BRISTOL WATER	620.03	MEMBERSHIP FEES	487.20
EON ELECTRIC	178.22	KEY DEPOSITS	175.00
BREAKIN – REPLACEMENT LOCKS ETC	707.32	MACHINE HIRE	92.00
NEW GATE KEYS	57.95	PLOT DEPOSITS	360.00
ADMIN & POSTAGE	32.76	INSURANCE CLAIM	497.50
SUNDRIES	52.50	MOWER/BARROW SALE	60.00
CLEANING PRODUCTS	38.16		
REPLACEMENT KETTLE	5.50		
REPLACEMENT TOILET SEAT	7.00		
REPLACEMENT LIGHT TUBE	6.00		
LAWNMOWER PARTS	60.01		
PETROL	46.90		
PUBLIC LIABILITY INSURANCE	284.00		
WEBSITE RENEWAL	18.98		
INSURANCE PAYOUT TO PLOTHOLDER	345.00		
KEY REFUNDS	55.00		
TOTAL	3865.40	TOTAL	3525.22

NET EXPENDITURE £ 340.18

BALANCE SHEET

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TOTAL	£788.93

Funds held on account	£683.73
Cash on Hand	105.20
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1 SEPTEMBER 2018 TO 31ST AUGUST 2019

FUND RAISING ACCOUNT

EXPENDITURE	£	RECEIPTS	£
Stock for Shop	468.83	Donations	75.00
Food/Drink for events	222.34	Shop Takings	734.00
Weed Membrane for plot cover	31.89	Bonfire Night Takings	125.00
Calor Gas Heater	63.17	Seed Exchange Takings	33.05
Table Top Grill	34.99	Easter Fun Day Takings	132.60
Tap for Water Butt	53.99	Patchway Festival Takings	95.00
Bamboo Screening	32.41		
TOTAL	907.62		1194.65

BALANCE SHEET

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Stock from 31 August 2018	£999.70
TOTAL	£2845.46

Funds held on account 31 August 2019	£2211.76
Stock held on 31 August 2019	£965.61
Cash on hand	£26.02
TOTAL	£3203.39

NET PROFIT ON YEAR £357.93