**Pretoria Road Allotment Society**

Minutes of the Committee Meeting 25th March Pretoria Road Allotment Site

**Committee Members Present:**

Claire Nicholl – Chair (CN)

Doug Blackwell – Secretary (DB)

Mary Hayward – Minute Secretary (MH)

Norman Bradford (NB)

Jenny Richardson (JR)

Richard Pruett (RP)

Chris Rowell (CR)

Apologies: Mike Stinchcombe (MS), Jake Gray (JG), Jody Fayne (JF), Keith Meredith (KM), Derek Howell (DH)

**ITEM 1**. Adopted minutes for previous meeting (4.2.23)

**ITEM 2**. Public Liability Insurance - DB reported that he had received the policy from the Insurance Company. It was agreed by all to add on Employer’s Liability Insurance to cover anyone who may be instructed to carry out work at the allotment site. This is an additional £39 and Payment due on 8th April.

**ITEM 3.**  New Allotment Handbook. All agreed for DB to send a copy to all plot holders and place 1 printed copy on the notice board.

**ITEM 4.** Easter Hunt – jobs allocated to committee members.

**ITEM 5.** Request from Lovell Place Care Home – DB to forward email from Lovell Place to all plot holders, requesting volunteers to support a gardening project with their residents.

**ITEM 6.** Derek, Chris and Claire to give update on Pollinator Grant Proposal presented to PTC

PTC stated that they have applied for the grant Claire and Derek shared the allotment proposal at PTC meeting. PTC liked the proposal but can’t approve until June when a new Committee is elected. It was stated that all the work planned will be completed by contractors and this has been costed in the proposal.

PTC grant application is available for applications. Committee to consider putting in an application.

**ITEM 7.** Rotavator and Strimmer training sessions update – Training has gone well so far. Next training date 15th and 16th April. DH to lead the session. DB to email members with dates. Rotavator and strimmer will not be hired to those who have not undertaken the training.

**ITEM 8.** Update given on new roof works and how committee can support to complete tasks. DB to message re help to support the work.

**ITEM 9**. Toilet Cleaning – DB reported the poor condition that the allotments toilets had been left in by some plot holders. Discussion followed and all agreed DB to email plot holders in the first instance to notify them of their responsibilities when using allotment facilities. Committee agreed that if plot holders fail to comply with this request, access to the toilets may be withdrawn.

**ITEM 10.** Shop Rota – this has been shared with committee members by email. A copy has been put in shop.

A.O.B. None.

**NEXT MEETING – Tuesday 16th May – 6pm**