

Pretoria Road Allotment Society

Minutes of the Committee Meeting 4th July 2023 - Pretoria Road Allotment Site 6pm

Committee Members Present:

Doug Blackwell – Secretary (DB)
Derek Howell – Treasurer (DH)
Mary Hayward – Minute Secretary (MH)
Richard Pruett (RP)
Mike Stinchcombe (MS)
Jody Fayne (JF)

Apologies: Claire Nicholl, Norman Bradford, Jenny Richardson, Chris Rowell (CR)

ITEM 1. Adoption of minutes for previous meeting (16.5.23) – signed off by DH

ITEM 2. Main Gate Lock – It was agreed that the new combination lock on the main gate was working well so far. Thank you to Mike Kennedy for filing gate to make it easier to attach lock and view code. Will continue to monitor through Winter/Spring and review again in Spring.

ACTION: **DB** to send reminder to plot holders to remember to scramble the numbers on lock. **MS** to contact Thornbury Keys to find out the price of a new lock and keys.

ITEM 3. Single Gate Locks – Discussion around missing lock and what to do if the current one goes missing. DH explained that there is a spare combination lock.

ACTION: **DH** to place prepared combination lock in shop in case needed urgently.

ITEM 4. Keys Deposits – All agreed key deposits should be held whilst undergoing trial period of combination lock. If deposits are to be returned in the future this would be done by issuing cheques.

ITEM 5. AGM – Agreed Date and Time of Saturday 2nd September 2023 at 10.00 am.

ACTION: **DB** to email committee members to find out who wishes to stand again for election to the committee.

ITEM 6. Rotavator and Equipment – DH reminded committee members to leave broken equipment on the table so that it can be repaired before renting out and causing further damage.

ITEM 7. Fundraising Event – Morning/Afternoon Teas and Cakes - Agreed to link this to the AGM on Saturday 2nd September.

ITEM 8. Update on large shed – DB confirmed email sent to plot holder and DB also spoke to plot holder in person.

ACTION: Next step, CN and another to speak with plot holder to see how things are progressing and how to move forward to a satisfactory conclusion.

ITEM 9. Update on grant application for Polytunnel in conjunction with PTC – PTC did not win the main grant from Southwest England. Therefore, we need to wait and hear next steps by end of July.

ITEM 10. Bonfire Event – Sat 4th Nov – Agreed start time of 6.30pm. Finalise details at next committee meeting.

ITEM 11. Orchard Maintenance and Volunteers – Need to place bark around the trees and the area needs strimming.

ACTION: Set date for this in Sept.

ITEM 12. Vacant and untended plots update – DB reported that there is only one half plot vacant and currently 6 on the waiting list.

ITEM 13. Presentation at AGM – All agreed for this to take place at AGM

ITEM 14. Any Other Business

- Rubbish being abandoned on site.

ACTION: MH to make posters reminding plot holders to take all rubbish home.

- Enquiry from conservation group re bat walk/talk on site. Agreed and to grant access to the kitchen.

ACTION: Discuss further with AD and other possible conservation events

- Email received from Jack Turner (PTC) regarding request for quarterly meeting with councillors or a written report.

ACTION: Set up after AGM at next committee meeting.

- **Next Committee Meeting** to be Agreed at the AGM with new committee members.