

## **Pretoria Road Allotment Society**

### **Minutes of the Committee Meeting**

Wednesday 6<sup>th</sup> August 2025 - Pretoria Road Allotment Site 6.30pm

#### **Committee Members Present:**

Claire Nicholl – Chair (CN)

Doug Blackwell – Secretary (DB)

Derek Howell – Treasurer (DH)

Richard Pruett (RP)

Rob Martinique (RM)

Mary Hayward (MH)

Mia Smart (MSm)

Libby Owen (LO)

Jenny Richardson (JR)

Apologies: Mike Stinchcombe (MS), Chris Rowell (CR)

- ITEM 1. Minutes of the Committee Meeting on June 19<sup>th</sup> 2025 adopted.
- ITEM 2. Feedback from Pollinator Project Opening and Patchway Supersonic Festival – CN thanked all who supported this event, not only on the day but in the preparation that took place prior to the day. CN reported that the event had been attended by Clare Hazelgrove MP and she had subsequently followed up her attendance with a thank you email in which she expressed her support for the allotment.  
A further email of thanks was also received from two previous plot holders.  
CN to email DB list of people who expressed an interest in taking on a plot in the future.
- ITEM 3. Pollinator Project Finance and Schools – DH raised the issue of funding and maintaining the Pollinator Project in the future. The committee recognised that there will be ongoing costs associated with the project and agreed to discuss again after the AGM when a new committee has been elected for 2025/2026.
- ITEM 4. School visits, start dates and growing schedule – DB to send email to schools at the end of August to request dates and gain understanding of the schools needs for the next academic year.
- ITEM 5. Understanding of major tree works to be undertaken by PTC and the existing tree line to Scott Park boundary September – Work will take place on September 25<sup>th</sup>. DB to send an email to those members who have a plot along the boundary fence.  
PTC have said they can supply woodchip and grass clippings resulting from this project.
- ITEM 6. Patchway Town Council – It was agreed that no member should make individual requests to any PTC employee. All requests need to be put in writing for the Committee to discuss and approve. The Committee will then seek formal approval from Patchway Town Council.
- ITEM 7. Committee meeting with Blakeney Road Committee – Blakeney Road Committee have asked if they can meet with the committee after August to share good practice. All agreed to facilitate this request.

- ITEM 8. Purchase of new strimmer/brush cutter – all agreed to this purchase. Approx cost £250. DH to source.
- ITEM 9. Vacant Plots, Waiting List and Plot inspections – No plots available at present. 6 people currently on waiting list – more plots may become available in October. DH and DB carried out plot inspection last Saturday and 3 emails sent to plot holders. Overall, it was felt that the site is in good condition.
- ITEM 10. Committee members standing for re-election at AGM – DH expressed his willingness to remain as a committee member but no longer wishes to be Treasurer. CN encouraged committee members to consider taking on Treasurer's role. CN thanked DH for all his services to the allotment. DH offered to support the transition of a new Treasurer into the role. Following this there followed a discussion regarding the term of service for key roles ie. Chair, Secretary and Treasurer. It was agreed to propose a change to the Constitution at the AGM at the end of August.
- ITEM 11. Proposed water charge increase – It was proposed that due to the increased water usage, an increase to the water charge for plot holders of £2 will be necessary for the forthcoming year. This will need to be agreed with members at the AGM. Therefore, no rents will be collected until after the AGM.
- ITEM 12. Rent Charges for 2025/2026, Rent Collection and Methods for Payment – Plot rental charges will remain the same. The Water charges may increase if agreed at AGM. All plot holders must attend the site shop to pay rent and gain a receipt. Rents may be paid in cash, cheque or BACS online payment. (Details for BACS will be made available to plot holders when attending the site shop.)
- ITEM 13. Proposed agenda for AGM – This was agreed by the Committee.
- A.O.B – DB proposed that in future, we reduce the number of items stocked in the shop. DH suggested that an audit of stock was needed. All agreed that many items out of date or had been there a long time.

Email from plot holder requesting changes to their shed approved by committee.

DB to speak to plot holder regarding fence overhang to path.