

**Pretoria Road Allotment Society**

Minutes of the Committee Meeting

Wednesday 24<sup>th</sup> September 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)  
Chris Rowell (CR)  
Mary Hayward (MH)  
Mia Smart (MSm)  
Libby Owen (LO)  
Jenny Richardson (JR)  
Mike Stinchcombe (MS)  
Mark

**Apologies:**

- ITEM 1. Minutes of the Committee Meeting on August 6th, 2025, adopted.
- ITEM 2. AGM – Minutes from AGM now on website.  
Thanks given to Mark for offering to take on role of Treasurer. Thanks given to Derek for all his work as Treasurer and for agreeing to support Mark in the role during the transition period.
- ITEM 3. Rent Collection Update – Collections good so far. Most are now online payments and has been a very positive process. Currently, 39 outstanding rents. Mia offered to calculate plot holders required payments for next year.
- ITEM 4. Bonfire Event (Saturday 1<sup>st</sup> November) – Funding to come out of SB (Southern Brooks) grant. RP agreed to lead and coordinate. Start time 6.30pm. RP to do create poster and to share with PTC and Callicroft School. Poster to include SB logo.
- ITEM 5. School Visits – DB to contact Callicroft and Coniston Schools  
Frampton Beavers are coming on site to complete tasks such as litter picking and planting bulbs. A risk assessment has been completed. DB and Sonia to be in attendance.
- ITEM 6. Patchway Town Council – Boundary Work – No details from PTC
- ITEM 7. Kitchen – Access code needed for schools. Digital lock and door closer required. DB to get a quote for these items. CN to speak with PTC re 106 Grant for these items, as well as kitchen ventilation.
- ITEM 8. Manure and Pathway Clearance – Thanks given to MS for organising manure for site. MS is correspondence with plot holders who have yet to move their manure.

ITEM 9. Strimmer Purchase – MS to get lightweight, petrol strimmer from Travis Perkins.

ITEM 10. Orchard and Pruning – Plum Tree to reachable height (complete in next 2-3 weeks)  
Doug to write to members asking for volunteers for a general site tidy up on Oct 18<sup>th</sup>.  
Bacon Butties provided.

ITEM 11. Vacant Plots, Waiting List and Plot Inspections - will have a clear idea  
of vacant plots after 14<sup>th</sup> October. Plot Inspections will continue, and members will be  
contacted by email if necessary.

A.O.B – Fundraising and Asda Grant – Email from Asda looking for updates on Grant spend.  
PTC have been contacted by a building Development Group who may be able to help laying  
pathway. RM to meet with the site manager to discuss.

DB to ask members to support with fundraising/creation of fundraising sub-committee.

Plot Deposits – DH created list of members who are due to have plot deposits returned. DB  
to contact these members.