

Little Moor Allotments Committee Meeting 19th Feb 2024

Present – Ken F, Lesley G, Chris H, Dorothy R, Tony R

Apologies – Liz B and Sara G

Previous Minutes

The previous minutes from January were approved. These were focussed on the upcoming AGM in Feb. A review of the outstanding actions showed they were all closed and nothing was outstanding

Chair's Report

Ken has sent the rent notice to all members informing them of the rent rise which was agreed at the AGM

Membership Update

There are 21 people on the waiting list with 3 vacant plots

Lesley expressed concern that she's been sending emails to people on the list, informing they are coming to the top, but is getting no response back. Is there a possibility that emails are going into spam? Not much we can do about this as phone numbers are not always provided on the form.

Action – check status at next meeting to see if issue is continuing - All

Secretary's Report

Lease - It was brought up in the AGM that we shouldn't be paying the £1150 bill we are facing from the council for signing the lease. Committee agreed that we need a breakdown of what the costs are.

Action – obtain info from council – Chris H

Action – speak to other allotments facing the same issue to gauge their thoughts – Chris H

It's believed the council is responsible for the fencing along Ilford Road and Moorside due to safety reasons (there is a considerable drop along by the wall). The committee believes this responsibility should continue to be with the council following the signing of the lease

Action – confirm status with the council – Lesley G

Insurance – Since becoming a business, Employers Liability Insurance is required for people helping on volunteer days

Action – Dorothy R to obtain quote from Zurich, our current insurer

Tenancy Agreement – there is a requirement for all allotments to have Tenancy Agreements with their members.

Action – official form to be created with the help of Northern Counties Allotment Association once the lease is signed – All

NCAA suggested we should interview people before we allocate them an allotment to see if they are suitable. This would be very time consuming given the turnover of allotments we are seeing currently, and we would need to have very clear criteria to decide who is/isn't suitable

Action – to be reviewed at the next meeting to see if we could do this – All

Communication Secretary's Report

AGM minutes – are now posted on the website

Treasurer's Report

Current Account contains £6869.21

Savings Account contains £31305.14

Over £4k in rents has been received, of which 13 people had used the old account details to pay their rent and 3 people paid last year's rent. Dorothy R Has contacted them to get this resolved

Building Structures Report

3 requests have been received

Following Mark's resignation from the committee, a volunteer is required to carry out this role. This was mentioned at the AGM

AOB

AGM Review – the chairman thanked the committee for their support and advised he was pleased that the rent increase had been agreed at the AGM. The question of the hardship fund was discussed and the chairman suggested we could offer payment by instalments if anyone came forward asking for help, or possibly a smaller allotment if one became available. So far though, no-one has come forward to say they can't pay.

Bank Account Transactions – the treasurer advised that from now on, there should be no cash purchases. All payments must be made through the bank account

Tidy Up Days – The next date for a Tidy Up day is 17th March. It is hoped that we can plant some blackthorn suckers along the gaps in the perimeter shrubbery to deter rough sleepers and vandals accessing the site

Action – send out email to notify people of the 17th March – Chris H

Date of next meeting – 9th March

Meeting closed at 12pm

