

LMAA – Minutes of Committee Meeting, 1st May, 2026

1. **Attendees:** Philip B, Chris H, George C
2. **Apologies for absence:** Sara G, Dorothy R, Tony R, Hilary B
3. **Minutes of meeting of 27th March:** Agreed
4. **Review of outstanding actions from previous meeting:**
 - Willow Tree – check council readings were ok
 - Rent arrears – 1 person left to pay.
 - Rats – traps and poison have been purchased and will be located around the site with a note out to people to advise not to remove them, otherwise they can't be rebaited. In addition, advice from NAS re rats to be circulated

Action: Willow tree – contact council to confirm that readings were ok - CH
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Action: Place final reminder letter in shed - CH

Action: Rat traps to be circulated, note to go out to members with advice attached - CH
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5. **Chairs Report:**

Phil presented the 5 year plan options that he'd previously sent out. It was decided to accept option 3 which showed incremental annual rent increases and inflation of costs over the 5 year period to cover probable expenditure. Need to speak to Iain and ask his advice about the drainage system on site and whether any major repairs are likely to be required within the next 5 years. If yes, this cost to be included in the plan.

Also need to replace inferior keys for accessing the site with keys from the original template as the ones from local hardware shops are damaging the barrels. Need a cost for this

Action: Speak to Iain regarding potential risk of drain replacements - CH
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Action: Speak to Iain about costs for replacement keys - CH
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6. **Membership Update:**

Good range of people coming onto the site. Two plots currently unlet with 48 people on the waiting list

7. **Secretary's Report:**

- **Lease:** The freemen have advised that the lease is imminent and have issued a rent revision to come into effect from the date of the signing of the lease (every 3 years). The rent has gone up by 466.28 which is in line with CPI at 139. We will be issued with a full statement of back rent, plus what we owe for this year. **No change**
- **Restricted Mobility Plots and Pond:** Metal sheds can be repaired so they won't be replaced with wooden ones
The greenhouses near the pond lost a lot of panes of glass during storm Dave and have been replaced. Internal structures also being strengthened
- **NAWG:** February minutes have been distributed. We have decided not to take up the offer of the soil conditioner because the quality of it is very poor (full of plastic and stones)
- **Polytunnel:** The first seedlings are ready for sale on Sunday 3rd May and email sent to the members to make them aware. Rota kicks in for selling produce from 10th May

- **Horse Manure:** Padlock on the gate nearest to the Blue House roundabout changed on a temporary basis to stop deliveries of horse manure so we can have some deliveries of woodchip. We have had one load and more are to follow
- **Tidy Up Day 29th March:** Thanks to the volunteers who helped to clear the shed, greenhouse and the plot of waste. Rob and Iain have repaired the shed. The skip was overloaded so the skip company wouldn't take it. Surplus offloaded, sorted and taken to tip (Rob) or taken to dead hedge (Frank). Concerns raised that so much waste that should have been composted had been put in the skip, and also that people kept piling waste into the skip even though it was full!

8. Trading Hut Report:

- Sales picked up considerably in the trading hut, especially on compost. Rob has sourced more compost and managed to negotiate the same price as last time
- New recruits are shaping up well! Thanks to all of the people who volunteered to help at the trading hut, either helping Rob or helping to sell produce

9. Financial Report:

- Current Account = £6066.58 Savings = £27677.92 30 day notice = £36318.96 The 30 day account is scheduled to close tomorrow and the balance will transfer into savings
- The process of opening a Charity Account is ongoing
- £1000 donated to High West Jesmond towards cost of defibrillator and gratefully received

10. Structures Report:

- Committee agreed that given the new structures guidance issued by the Freeman, approvals should only be valid for 2 years so that changes in policy can be picked up when relevant

11. Communications Report:

- Policies and procedures uploaded to the website

12. AOB:

- Tidy Up Day 7th June. Reminder to be sent with tasks to be done
- Open Day Planning – email to be sent asking for volunteers and to organise first meeting
- Post on south gate needs replacing

Action: Send reminder with list of tasks to be carried out to members - CH

Action: Send email requesting volunteers to help with open day – CH
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Action: Email contractor to ask if he can replace fence post asap - CH

13. Date of next meeting: Friday 5th June