

Minutes of the Sharnbrook Allotment Association AGM held on Wednesday 9th September 202 at 7.30 pm via Zoom

Present: J Miller (JM)(Chairman)
A Mayhew (AM)
R Mayhew (RM)
T Gibbs (TG)
C Brun (CB)
B Michael (BM)
K Jenns (KJ)
M Jenns (MJ)
T Stachera (TS)
D Pettit (DP)
N Cowdery (NC)

Also present: H Glanville (HG)(Clerk)

1. **Appoint a Chairman.** Thanks were given to Peter Butler for all his work over the previous years. B Bolton (BB) was unanimously voted to be appointed as Chairman. As he was unable to attend the meeting, JM chaired the meeting.
2. **Apologies.** Apologies had been received from B Bolton, D Morley, R Wiltshire and P Butler (PB).
3. **Appoint a Secretary.** CB was appointed Secretary unopposed. She said that although the committee would need structure, she felt that the people should be allowed to create their own community and sort out their own problems.
4. **Appoint a Treasurer.** RM was appointed as Treasurer unopposed. It was agreed that a new bank account be opened and PB to transfer all remaining funds to the new account, submitting a final statement to the association and all other accounts. Two signatories will be required to sign cheques, and preferably four people on the account to protect access.
5. **Election of Committee Members.** Duties of committee members consist of, but not limited to: checking equipment in garage, and arranging repair/service as required, purchase of fuel, purchase of manure, bulk ordering of seeds, distributing information to other tenants.

The following were content to be members of the committee – AM, BM, MJ, TS.

6. **To agree the terms of reference of the Committee as per the Allotment Association rules.** An AGM should be held in September of each year. Allotments should be kept tidy. CB asked what constituted tidy, weeds should not be allowed to get out of control and affect others' plots. A copy of the Allotment Association rules will be circulated to all members, and it must be remembered that the Borough Council still own the land, so we are subject to the terms of the lease. MJ suggested that some plot sharing should be allowed, and people could work together on plots. This was agreed as a good idea. AM agreed that there should be better communication to tenants. Any three members at a properly convened meeting could constitute a quorum.
7. **Presentation of Accounts.** PB had emailed to say that there was approximately £800 in the Lloyds Account. HG supplied a list of income and expenditure from April 2020, (see attached). £902 is due this year from allotment rents, just under half was received at the time of the

meeting. A skip is ordered and paid for by the PC each year, this usually amounts to approximately £345. Allotment rent should fund the purchase of manure and the maintenance of equipment. Water is paid for by direct debit by the PC. The water meter needs to be read and if possible a photo of the meter sent to HG for logging.

8. **Condition of allotments and ongoing expectations.** This was something that the committee wished to explore further amongst themselves. A committee meeting would be called shortly after this meeting for further discussion about the options.
9. **To consider splitting half plots to smaller sections for beginners.** It was agreed that this would be a good idea, if anyone wanted to go down this route.
10. **To note the waiting list.** There are 5 people on the waiting list and 1 plot available. HG will contact the first person to see if they are still interested. HG currently keeps the list due to GDPR concerns.

11. Discussion around new initiatives, suggestions welcome.

- It was agreed that an information board would be useful for other tenants to keep updated on matters/events. A WhatsApp group could also be set up for those who had this app, to keep people informed on a more rapid basis.
- More ideas would be discussed at the committee.

12. **Date and time of next meeting.** A Committee meeting will be arranged for early October.

Signed

Dated