

BARTON-UPON-HUMBER ALLOTMENT SOCIETY

Chair - vacant

Vice Chair – Colin Andrew (01652 633445 – cabec@btinternet.com)

Treasurer – Mike Corlyon (01652 781134 – michaelcorlyon@gmail.com)

Secretary – Neil Jacques (01652 632438 – secretarybartonallotments@hotmail.com)



MINUTES of the Committee meeting held at **7.00pm** on Tuesday 7 February 2023 at the Corn Exchange, Market Place.

Present: Anthony Blanchard, Colin Andrew, Liz Cooper, Mike Corlyon, Ed Cunnah, Sam Drew, Neil Jacques, Andy Roberts, Kevin Sharp, Penny Thornton, John White.

In attendance: Bob Papworth.

1. Apologies: None
2. Co-option of Penny Thornton as Secretary Membership – proposed: NJ, seconded: LC agreed unanimously.
3. Minutes of the Previous Meeting – approved as a correct record – p:PT, s: MC .
At this point, the meeting agreed to discuss items 7.1,7.2 and 8 as Bob Papworth was present for these matters. Minutes below.
4. Matters arising from the Minutes - none
5. Correspondence
 - 5.1 Rep for Neighbourhood Action Team to replace Wes Reed. EC volunteered. NJ to advise the NAT organiser.
 - 5.2 Invitation to Mayor's Civic Service 12 March.3.30. CA would attend if he was available. NJ to advise BTC.
 - 5.3 Email from Jill on Plot 40 asking for help interpreting polytunnel size allowed on plots. NJ to put her in touch with SD.
 - 5.4 Offer via website of a number of blue barrels for water butts. Agreed to accept. PT to make contact with donor.
6. Treasurer's Report
 - 6.1 Monthly Statement – MC advised that now the Internet Banking was working he would be able to present the accounts in a different way of the whole month, rather than 15th to 15th of the next month – the date statements used to be based on. His report contained the last half of December and all of January's.
Most Income of £1580 was from plot rents, the majority paid by BACS. An additional £75 was raised from the sale of a donated rotavator. The main expenditure, was Insurance of £242.15 and pest control of £105, both paid by Internet Banking. This made a total of £8456.33, of which £2154.07 was in reserves, leaving £6302.56 available. This equates to an increase in funds since mid December of £1408.16.
 - 6.2 Projected Costs 2023. MC also shared a copy of the projected costs over the coming year based on last year's figures. This showed a fall in funds of £3327.90 over the year after allowing for western hedge cutting, our portion of the toilet and installation and income, such as the Garden Day sales.
 - 6.3 Plot Fees – to date only two not paid. NJ to send reminder emails.

7. Site Managers' Report

- 7.1 Appointment of a Site Manager – KS had circulated a paper outlining the responsibilities of the Site Manager and the wealth of knowledge and experience Bob Papworth had brought to the role. He felt that it would be unreasonable and irresponsible of the committee to expect any new appointee to pick up from Bob without some sort of managed transition – a process that would ensure the wider committee and anyone interested in taking on the role fully understood the complexities involved.

As such KS proposed a period of 3-6 months where BP would undertake the regular tasks like monthly plot inspections and welcoming new plot holders, with an officer(s) and any committee member interested in taking the role on permanently. This was unanimously agreed. P: NJ, S: PT. and KS was thanked for the thought and work that had gone into preparing the report.

The next plot inspection will take place on Sunday 5 March. BP suggested any person interested in taking on the role should bring with them a printed copy of the rules by which to judge plots. Agreed.

- 7.2 Hedge cutting – A quote had been received for £1550 for cutting the top and field side of the western hedge. From the paper circulated by MC, see 6.2 above, it was clear that this was affordable. KS agreed to advise the contractor. Wes Read had drawn the committee's attention to free hedge plants from the Woodland Trust which could be used to plug gaps in the hedge in the autumn if ordered by August. Agreed to order enough for the western hedge once it had been cut.
- 7.3 Vacant plot allocation from Waiting List – the first on the list had passed over the opportunity for 13a so PT to contact the next in line following consultation with BP.
- 7.4 Request for Plots from New Holland. A person from New Holland had applied for a plot. After some discussion it was agreed that this was outside our area of interest so it should be turned down. NJ to advise.
- 7.5 Fallen tree north east corner of the plots. JJ had offered to chain saw the tree but needed a vehicle to pull it out of the ditch. SD offered to use his Truck. NJ to put JJ and SD in touch.
8. Toilet - progress report. BP proposed a huge vote of thanks to KS for his work on this project. Agreed unanimously.
- 8.1 KS had circulated a report outlining the current position. The funding application to the National Lottery Community Fund for £5400 had been successful, leaving a balance of £1045 to find from our own funds or additional fund raising.
- 8.2 It was agreed to proceed with the purchase of the Kazuba Waterless Toilet. Unanimous. It will be a 4-8 week delivery time and KS will clear space in his garage for temporary storage.
- 8.3 The installation of the tank under the unit will be the critical part of the installation and KS proposed that Bop Papworth be asked to supervise this and that he identify members with the right skills to assist. Agreed unanimously.
- 8.4 Further funding of up to around £800 is needed to minimise the cost to the society. CA agreed to ask the Lions. Agreed unanimously even if it meant forgoing the chance to ask them for show sponsorship. A trustee had also offered a donation. CA to contact.
- 8.5 CA to produce the Method Statement and Risk Assessment documents.
- 8.6 BP was thanked for attending and volunteering to assist with transfer to the new Site Manager and the work on the toilet installation.
9. Trustees - Progress report -EC nothing further to report although the end of the period of delay for updating the land registry records is almost over.

10. AGM – 10 Jan 2023

- 10.1 Plot judging criteria and appointment of judges – it is the Committee's responsibility to organise the plot judging even though the award is made at the show. Add to the next agenda.

11. Horticultural Show

- 11.1 Date – proposed Sat 12 August 2023. Agreed. CA to contact Wendy Fowler. NJ to ensure entry in Barton events leaflet.
- 11.2 Show Committee -first meeting – second Wednesday of the month proposed. CA to book once Trinity Methodist booking is confirmed.

12. Events

- 12.1 Ropewalk Garden Day 21 May. Agreed the Show and other events should be merged into one item and taken on by the Show/Events Committee. Notice to members shortly to sow more than they need to sell at Garden Day, once PT has the email list of members. PT
- 12.2 Carnival 17 & 18 June 2023 to be considered by the new Show & Events committee

13. Web site

- 13.1 Review Report from Liz Cooper – attached. LC asked for any queries, to her paper proposing ways of making the web site more effective. LC volunteered to learn how to edit, but others needed to be back up and more than one person needs access. In addition payment for the domain name renewal need to be managed in a timely matter. LC's proposals were agreed. P: NJ S: KS. There is an outstanding issue of archiving material as it goes out of date. It was agreed that a smaller group should arrange to meet to implement the proposals and consider the archiving issue. LC was thanked for her work and the preparation of the report. PT/LC/KS to arrange to meet.
- 13.2 Proposal to purchase lap top. It was drawn to the meeting's attention that the web site cannot be manage from a tablet. It was felt unfair to expect a volunteer to purchase a lap top just for work for the Society. Agreed to get costs for next meeting. LC/MC.

14. Any Other Business

- 14.1 Proposal to open the gate early. As it had been a very dry late January and early February it was agreed to open the vehicle gate from Monday 13 Feb.
- 14.2 Outside Speakers – this was referred back to the committee from the AGM. Agreed to discuss at the next meeting.
- 14.3 LC asked if it would be OK to include the free Newsletters from Charles Dowding from the No Dig movement on the web site. Agreed.

15. Date of Next Meeting: Tues 7 March 2023 7.00 pm, Corn Exchange