

**Capel St Mary Allotments Association**  
**Minutes of General Committee Meeting**  
**Monday 28 November 2022**

Present: CH, MD, DA, AA, RB, TS, ML, WR, DS, GC

Apologies: PH

**1. Matters Arising from General Committee Meeting – 26 September 2022**

- No Parking on Grass signage – ML to action.
- Health & Safety signage on site – TS ordered but awaiting delivery.
- Bulbs have been purchased from the profit arising from Picnic on the Plot and now planted.
- PH following up with Capel Capers as we've still not appeared on cover.
- Water butt signage still to be actioned by ML

**2. Chairman's Report**

- CH asked for reports for AGM to be submitted by WR, ML, MD, DS, RB & GC.
- CH asked if all Committee members were happy to stand for re-election at AGM.
- Parish Council rejected our offer to purchase and plant bulbs around the village. Also discussed secure fencing at meeting and they have requested further quotes.

**3. Reports**

- **Treasurer and Membership Secretary**
  - Grand total cash £15,002.23      Total available cash £11,370.48
  - Rotovator fund £975.97      Site Maintenance -£1,309.03 (Budget-£1,495.00)
  - Membership – Membership Year started (Sept 2022) with 342 paying and 3 honorary members. We've had 5 new, 5 resignations so current numbers are 342 paying members and 3 honorary.
  - Hut sales to date £20,711
  - Emails sent out to members regarding fees for 2023.
- **Site Manager**
  - Work in – despite poor weather many tasks completed with others to be actioned later. Tasks actioned included:
    - Stones on Car Park
    - Guttering installed on mower shed
    - Re-cutting edges on one plot
    - Vents on polytunnel – covers made
    - Christmas tree moved to front of plot
    - Door to Plotters Retreat adjusted.
  - Currently there is not a waiting list for plots but 3 waiting for polytunnel plots but there are two available at present.
  - New site plan discussed and revised one to be issued early 2023.
  - Mower care – ML has found mowers left in poor state, dirty, clogged up etc. ML to put up signage on don and don'ts of looking after the mowers.
  - Bonfire – only a few comments received about lack of communal bonfire, but no major issues.
  - Some paths between plots are getting very narrow and ML to issue rules on path width.
  - It was mentioned that we need a supply of pallets to encourage all to make compost bins on their plots.
- **IT**
  - Website updates actioned.
  - MD requested 'Guidance for personal bonfires on site' to replace communal notice,
  - MD asked all to review website to see if any items need updating or additional content added.

- MD asked if anyone had any additional pictures of the Work In for the website to send them to him.
- **Stores Manager / Hut**
  - DS mentioned a delivery of compost would arrive on 5 December and we were awaiting a salt delivery.
  - A stocktake was actioned on 30 October 2022
  - There will still be a small amount of sales going through Hut as open 2<sup>nd</sup> Sat of each month. Would be helpful to have a note in Capel Capers / on Facebook to remind members of this.
  - DS is trying to stock up now to enable us to hold as many prices as possible for 2023.
  - We need to find an alternative compost to Clover ie good peat free alternative
  - Charcoal and farmyard manure is now stored in the rear store.
  - DS has blocked up all visible holes to prevent rodents getting into Hut.
  - AKA agreed to continue to do the Hut Rota and would issue soon for 2023.
- **Seed Scheme / Capel Capers**
  - Potato scheme - 62 people (2021 - 60) have ordered 186 bags (2021 - 183) for total sales of £758.50 (2021 - £695.10) which will generate a profit to the Association of £226.00 (2021 - £214.63).
  - **Seed scheme:** As at 17 November 2022, 71 members (2021 - 66) have ordered seeds to the value of £2,141.74 (2021 - £3,212.45). PH expects further seed orders to continue through the winter so the total will be higher. Commission in 2021 was £586.22 - the commission figure in 2022 will only be known in 2023.
  - **Capel Capers:** Article submitted for December. January's article will be submitted in early December. *(If anyone wants anything specifically included, please let me know, otherwise the article will be a slimmed down version - 400 words max - based on the Jan 2022 version).*
- **Show Secretary**
  - Judges – WR to continue to liaise with PB for 2023 judges.
  - S. Baker was concerned about the mammoth veg not being of significant size. Need to ensure we have a set standard.
  - MD has sent the updated database to WR/MD.
- **General Secretary's Report**
  - Attended SSALG Quarterly Meeting and Regional Representative joined ray Howe in persuading Pam Rushbrooke to stay on with Ipswich Allotments taking on Treasurer role. Looks as if it will continue and we will get more support.
  - Insurance Renewal – premium has increased by £30 on last year. TS to contact to see if we can get a reduction on premium.

#### 4. Any Other Business

- ML has put out tenders for fencing around plot which have been presented to PC for consideration. 3 types of fencing have been proposed with quotes ranging from £29K to £63K. Still waiting for further quotes. PC looking into possibility of grants etc. ML has invited companies to come on site to see what is required.
- DS reported we had had a badger in the wildlife area although no evidence of it at moment.
- First Aid Boxes – Currently placed in Hut, Polytunnel and Meeting Room. WR to check them over. It was suggested the one in the Polytunnel was moved to the Toilet and the one in the Hut to the Defibrillator Box . There is an Accident Book in the Meeting Room, but it was suggested TS purchase a new one. MD to add First Aid points on site map.
- DS has actioned various electrical repairs around the site.
- DS mentioned the precinct flowers and asked if anyone was interested in taking over / assisting with watering etc.

Meeting closed at 9.25pm

Date of next meeting: 16 January 2023

Circulation: General Committee members, SB & notice board.

Signed.....