

# Capel St Mary Allotments Association

## Minutes of Extraordinary Executive Committee Meeting

**Date:** Tuesday 1<sup>st</sup> August 2023

**Location:** Plotters' Retreat

**Present:** CH, GC, DS, TL, ML

Also present RB at invite of CH

Meeting was called to discuss longer term future of the committee. **CH** & **DS** expressed their wish that in next 18 months they will be looking to retire from their roles. Additionally, **GC** said it would be wise if somebody could understudy the treasurer and membership secretary role. Discussions to begin to decide on succession and shadowing of roles to enable smooth transition in the future. Further discussion to take place in next general committee meeting with rest of committee on 14<sup>th</sup> August.

Each role discussed and whether some items can be split or remain together. **GC** said treasurer and membership secretary needs to stay together as one job. **DS** advised it may be beneficial going forward to have a deputy hut manager to allow flexibility if the role is filled by somebody who works – as deliveries are during the week. Also briefly discussed everyone's roles on the committee and whether any other deputy positions are needed to help with roles in the future.

All agreed other people need to be approached well in advance of **CH** and **DS** stepping down from their roles. A few names were mentioned – this will be discussed further with committee before any action is taken, but agreed by all that it would be good to individually approach people first, and then if positions remain un-filled, we go out to all members.

Moving on from above, various other issues were then discussed: -

a. Plotters retreat & drainage.

PC have expressed the need to drain the grey water from the building to a septic tank. **ML** has been investigating this. The committee feel that for the small amount of water involved it seems expensive and unnecessary. We agreed that further discussion was needed with the PC and to find out what the planning regulations are. **GC** and **TS** agreed to investigate further.

At the next ManCom meeting **CH** proposes to discuss the possibility of the PC meeting some or all of the electricity bill for the site. **GC** to provide some costs of the electricity bills.

b. Rent increases.

Likely the PC will agree to rent increases in next ManCom meeting – **CH** and **TS** to update letter to ploholders in advance of meeting. Both will also go through historic paperwork held by **TS** to decide what needs keeping.

c. Projects on site.

New outdoor tables. Decided Composite tables are too expensive and too heavy to move. Likely some new wooden picnic tables will be purchased, and existing tables repaired and treated to extend their life. All decided this was the best route to go.

Water harvesting off the polytunnels. Looking into guttering options into IBCS. This would provide enough water for both tunnels, reducing the site's water bill. Water would be pumped from storage tanks. **RB** mentioned stored water would need treating with UV to make water safe to use. **CH** advised this would be a capital project – PC would need to fund. Further water harvesting suggested via individual plots off sheds. Do we ask people to set up water butts. Can the Association source materials including fixings and give a price? **TS** mentioned that people may require assistance to set up. Further discussions needed.

d. Plots

**ML** discussed plots and plot availability. He has contacted a few people regarding their plots and lack of cultivation. Specifically plot 56 was discussed. **ML** has repeatedly written to plot holder asking for the plot to be tidied and cultivated or given up, but no response received.

It was agreed that **ML** will contact the PC and ask them to issue plot holder with a notice of termination of tenancy.

e. Peat/Peat free

**TS** to contact NAS and RHS for latest update and find out what alternatives are recommended.

Circulation: AA, DA, RB, GC, MD, CH, PH, ML, WR, DS, TS, SB and notice board.

Signed .....