

5Capel St Mary Allotments Association

Minutes of General Committee Meeting

Monday 15 January 2024

Present: CH, DS, DA, AA, TS, GC, WR, ML, PH

Apologies: RB, MD

1. Matters Arising from General Committee Meeting – 4 December 2023

- There were no matters arising from the previous minutes.

2. Chairman's Report

- Prior to the AGM, CH asked if all Committee Members would stand again and all agreed to do so.
- CH mentioned that Reports for the AGM would be required as in previous years by the end of Feb.
- CH thanked DS/ML for repairing the polytunnel, PH and his team for organising the seed potato distribution and DS for doing the Hut stocktake.
- CH/DS have approached two possible new Committee Members and they will be invited to the next meeting by TS.
- CH to contact Mike Garrod regard site visits to see if he is willing to continue should there be any.

3. Reports

• **Treasurer and Membership Secretary**

- Grand total cash £9,734.91 Total available cash £5,743.41
- Rotovator fund £1,085.97 Site Maintenance £355.08 (Budget-£2,241)
- Mower Fund £5,528.00 Site Capital fund £504.77
- Membership – Membership Year started (Sept 2023) with 342 paying and 3 honorary members. We've had 9 new members and 15 resignations so current numbers are 336 paying members and 3 honorary.
- Hut sales to date £23 Hut Purchases £0
- GC also read through his proposed speech he would be giving at the AGM.

• **Show Secretary**

- WR has now handed over responsibility for the judges to JH and has written a job description for the role to help her in the task.
- WR had arranged a Show Schedule Meeting which will take place on 31 January 2024.
- WR has contacted the cookery judge and discussed hints and tips and has received some recipes from her to look through.
- WR has contacted Steve Talmadge re subjects for the art classes and he has made 3 suggestions.
- Following a complaint re last year's show, WR has written to the complainants and has had no further feedback.

• **Site Manager**

- ML thanked DS, MD and RB for repairs actioned and for fumigating the polytunnel etc.
- ML to arrange for the large tractor mower to be serviced.
- Signage – ML has asked for quotes from 3 companies re signage at the main entrance and on pedestrian gates and is still waiting for 1 quote and then he will place the order.
- ML still to contact company re new benches for site and Steve Prior re drainage.
- Water harvesting – initial idea is to harvest water from the BBQ area and use to top up the pond in the summer.
- There have been no reported signs on badgers on site at present.
- Plot occupancy – currently there are 2 plots and 4 polytunnel plots available and 3 on the waiting list for plots. ML to contact those on waiting list.

- Need to consider any large capital projects that could be carried out eg move some of the machinery to free up space for Hut stock storage. Also need to look through the shed containing the crockery etc to see what can be cleared.
- ML to contribute regularly to the Newsletter and will liaise with PH/MD re this.
- ML to speak with PC regarding the cutting of the hedge in Pound Lane.
- **IT**
 - Hut price list has been updated and issued to members via email and hard copies given to GC for those not on email. A large copy also given to DS for the Hut.
 - Normal email communications have been sent to members.
- **Stores Manager / Hut**
 - First opening of 24 was on Saturday and there were several customers.
 - DS thanked MD for printing the price lists.
 - DS still trying to source new/cheaper suppliers for stock. Also looking for a supplier for flower plants for selling in hut / precinct displays.
 - DS has painted some of the inside of the hut to brighten it up.
 - May need to buy some wheelie bins or similar for storage as still having a problem with rodents.
 - TS asked DS if we would be carrying out any trials with peat free composts ahead of the proposed ban and DS said he would.
- **Seed Scheme / Capel Capers**
 - Potato scheme – 66 bags delivered which was roughly split 50:50 between Capel and Felixstowe. All now collected / delivered although a few which were late being collected were subject to some rodent damage. It was proposed we store them in Plotters Retreat next year to avoid this happening again.
 - Due to this continued rodent problem on site ML to investigate pest control companies so we can get on top of this situation prior to the main growing season.
 - Capel Capers – February submission has been placed.
- **General Secretary's Report**
 - NAS – we have advised them that the number we should be paying for should be reduced, ie pay for ploholders only and this has reduced our contribution significantly.
 - TS again asked for AGM reports to be with her by end of February.
 - Insurance – we are still awaiting copies of the documentation but we are fully covered.

4. Any Other Business

- Notice board in the polytunnel needs replacing – MI to action.
- Hut Rota – filled until Easter and AA to continue to talk to Committee Members and possible new volunteers to ensure all slots are filled.
- No further action taken regarding the Capel School and their Garden Club. AA suggested it may be best to leave until the Spring and then see if they still wish up to assist with clearing the site ready for them to plant up.

Meeting closed at 9.10pm

Date of next meeting: 4 March 2024

Circulation: General Committee members, SB & notice board.

Signed.....