

**Capel St Mary Allotments Association**  
**Minutes of General Committee Meeting**  
**Monday 28 July 2025**

Present: SB, DA, AA, TS, GC, WR, RB, MR, PH, ML

Apologies: MD, DS, CH

**ACTION**

**1. Matters Arising from General Committee Meeting – 16 June 2025**

- POTP was a great event, the bar took £185, the bingo was a success with adults and children and the draw was well received.
- New hoses – RB to source and order.
- Precinct flowers – SB has emailed the PC expressing our concern with the initial condition of boxes after their placing. They are now maintaining them regularly and wish to discuss future plans for 2026 at next ManCom.

**RB**

**2. Chairman's Report**

- This was taken as read with one of the key points being climate change and our need to look at how this effects the Allotments with growing in the future, the Show etc. This subject is to be discussed.

**ALL**

**3. Treasurer and Membership Secretary**

- Grand total cash £24,408.42      Total available cash £22,317.92
- Rotovator fund £1,315.97      Site Capital fund £1708.88
- Mower Fund £6,416.00
- Membership
  - Membership Year started (Sept 2024) with 373 paying and 3 honorary members. There are 35 new members to date and 41 resignations therefore current numbers are 367 paying members and 3 honorary.
- Hut sales 2025
  - Sales to date £26,621.0      Hut Purchases £12,533.0
- **Comments from Committee on report:**
  - A discussion took place as to how we could allocate reserves/funds for future large items eg polytunnel covers. GC said this could complicate our accounts but we had funds if required.

**4. Reports**

- **Site Manager**
  - ML report was taken as read but ML apologised for his absence and thanked DA and other Committee Members for their work on site, particularly for the POTP when the site looked great.
  - Site – 1 vacant plot which is being viewed and a small waiting list for plots / polytunnel plots.
  - ML to contact a few tenants re condition of their plots which are in poor condition.
  - Pests – no issues reported.
  - Car Park repairs – Steve Prior now appointed but awaiting date to commence.
  - Covered area for Hut – no progress at present.
  - Wheelbarrows suppliers to be investigated.
  - Communal tool shed - ML to erect in next 2-3 weeks and would like some help.
  - Autumn Work In – to take place on 19<sup>th</sup> October.
  - Polytunnel cover – still to investigate suppliers /price.
  - **Comments from Committee on report:**
    - Car Park – ML to agree start date asap.
    - Wheelbarrows – need to order.
    - Covered area for Hut – ML to liaise with RB/DS and RB to look into possible ideas.

**ML**

**ML**

**ML**

**RB**

- Polytunnel cover – need to get a price. ML
- IT
  - Report taken as read
  - Village Show – most tasks completed for the Show and just one to be actioned. MD
- **Stores Manager / Hut**
  - Report taken as read
  - DS asked all working / using Hut to ensure everything is locked when leaving. ALL
  - DS thanked all for their help on the Hut this year.
- **Seed Scheme / Capel Capers**
  - Report taken as read
  - PH has been in discussion with Felixstowe Allotments again about potatoes.
  - **Comments from Committee on Report**
    - Onion Sets – should we stock again as had wastage his year. PH to discuss with DS. PH/DS
  - Capel Capers – waiting to see if we get ¼ page ad for show in this month’s edition.

5. **Village Show**

- WR’s report was taken as read.
- **Comments from Committee on report:**
  - Rota was discussed with Committee and agreed for refreshments/ games and draw.
  - Agreed signage to be put up around village 2 weeks prior to Show. PH
  - Set up to be Friday 5 September from 2pm, need microphone brought as well.
  - Agreed tablecloths to go to launderette rather than us washing. AA

6. **Best Kept Allotment 2025**

- CH would like to step down from organising this after this year. SB to discuss with CH as to how we take this forward re possible judge. SB
- Agreed we need to publicise via Newsletter and inform ploholders of criteria for Best Kept Plot and Best Newcomer. MD

7. **Growing Group 2026**

- RB explained about the hours involved in the growing and the need for a rota for the growing and watering. He is happy to head up a team and feel it would make ploholders feel part of this activity.
- Need to also discuss with DS and then arrange an ‘open morning’ to gauge interest. RB/DS
- Need to tailor the growing to the number in the Growing Group.
- Precinct flowers to be discussed at ManCom so we can decide what needs to be grown.
- Could also investigate possibility of an irrigation system.

8. **Any Other Business**

- Climate Change - |Committee to give this some thought and discuss at next meeting.
- PH has discussed machinery with Felixstowe Allotments and the legal requirements for using / borrowing equipment. Should we have something in the Tenancy Agreement saying tools used at own risk?
- Need to remind drivers on site to stay within speed limit in next newsletter.
- Should we be replacing items from tool shed that have gone missing and change padlock number.

Meeting closed at 9.35 pm

Date of next meeting:

Circulation: General Committee Members and notice board.

Signed.....