

Capel St Mary Allotments Association
Minutes of General Committee Meeting
Monday 19 January 2026

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

ACTION

1. Matters Arising from General Committee Meeting – 24 November 2025

- Insurance – TS to finalise cover for 2026. CH to look over policy for TS and needs to be actioned asap.

TS/CH

2. Treasurer and Membership Secretary

- GC's report was taken as read.
- Grand total cash £21,746.27 Total available cash £17,424.77
- Rotovator fund £1,315.97 Site Capital fund £1708.88
- Mower Fund £6,416.00
- Membership
 - Membership Year started (Sept 2025) with 370 paying and 3 honorary members. There have been 10 new members to date and 39 resignations, therefore current numbers are 341 paying members and 3 honorary.
- Hut sales 2025
 - Sales to date £21.00 Hut Purchases £7,559.00
- ML asked GC what the assets were referred to in GC's report. GC informed the meeting this referred to hut stock and cash balance.

3. Reports

- **Chairman**
 - SB's report as taken as read.
- **Site Manager**
 - ML report was taken as read but the following points were discussed:
 - PH asked about the churn of tenants and possible reasons for leaving which ML explained.
 - Workshop - ML will be refitting and this will now be for Committee use only. **ML**
 - Leaks on site – DS has made repairs and replaced taps.
 - Ride On / Rotovator – both due to go be serviced. **ML**
 - Vacant plots – may require a team to clear prior to them being offered to new tenants. **ML**
- **IT**
 - Report taken as read
- **Stores Manager / Hut**
 - Report taken as read.
 - CH proposed a vote of thanks to DS for his service as Hut Manager over past few years.
- **Seed Scheme / Capel Capers**
 - Report taken as read.
- **Growing Group / Hut**
 - Report taken as read.
 - First delivery of compost arrived 19 January and a further delivery will take place later the same week.
 - Due to better buying prices the Committee agreed to reduce the price of compost and farmyard manure for 2026.
- **Village Show**
 - Meeting to take place between WR/CH and Andrew Tokely to discuss 2026 schedule. **WR/CH**

4. Capel Collaboration Event – 7 February 2026

- This event will take place at the Village Hall on 7 February 2026 from 9am – 1pm.
- 19 groups from the village will be represented.
- Our aim is to promote the Allotments Association and encourage membership / new plot holders.
- MD to print 30 membership forms and plot rental forms.
- MD to put aerial view of Allotment site on memory stick to be used at event.
- Leaflets to be used to promote Hut / Plots.

MD
MD

5. The Hut

- SB posed the question as to whether we need to consider the long term future of our current Hut building and if it is fit for purpose going forward. Comments / ideas on this were:
 - Could we possibly purchase / install a larger version of our Meeting Room
 - Could we build a large cart lodge / garage style building with office space above.
 - Build a larger metal building similar to that at the garden centre but on a smaller scale which could be accessed by forklifts to make deliveries easier.
 - Would a larger building require planning permission
 - Are we able to access grants to help towards the cost.
 - What shape and size should a new building be.
 - Need to raise the possibility of a new building with the PC.
 - What is the current square meterage of the current building.
- Committee was asked to give this idea some thought and discuss at the next meeting.

ALL

6. Best Kept Allotment

- SB to arrange meeting with CH and a judge.
- RB made a suggestion for a judge and will follow up.
- SB/CH to review criteria and this to be emailed to all plot holders.
- Maybe also have a Plotters Plot of the Year as well.

SB/CH
RB
SB/CH

7. AGM

- TS requested all reports to be with her by mid March.
- AA/DA to arrange refreshments as previous years.

ALL
AA/DA

8. Any Other Business

- WR had brought some bulbs and potatoes to the meeting for use by CSMAA.
- Polytunnel recovering:
 - email to be sent to polytunnel plot holders in large polytunnel of need to move all items to small polytunnel.
 - Discussed whether doors should be sliding or hinged. Agreed to sliding in principle.
 - Small team needed on site weekend prior to recovering to make ready.
 - New groundcover to be put down once recovered.
- RB has painted new display units for use outside of the Hut.
- Wildlife area – first visits booked for end of March.

Meeting closed at 8.50 pm

Date of next meeting: 2 March 2026

Circulation: General Committee Members and notice board.

Signed.....