

Highfield Lane Allotments



Minutes of the AGM held on the 1st March 2024

1 The meeting was opened by the Chairman at 7.40pm.

2 Members recording their attendance: C Smith & M Smith (1667); D Barker (1720); A Maynard (1706), S James (1727), J Morley (1724 & 5), K Woodward (1669); S Potter & C Potter (1711); P Creaney (1733); J Aston & P Aston (1670); G Brock (1677) and J Fitzpatrick (1668)..

3 Apologies received from S Nicklin (1703); R Fish (1705); M Spilby (1698); D Astle (1713C); J Pritchard (1673B); J Macquisten & M Macquisten (1722).

4 Minutes of the 2023 AGM were confirmed as being on the Allotment's website and not read out.

5 There were no matters arising from the 2023 minutes.

6 The 2023 AGM minutes were accepted: proposed P Creaney and seconded by G Brock with all being in favour: The meeting Chairman signed the minutes.

7 There were no correspondence pertaining to the AGM.

8 The Chairman thanked the committee for their work and effort in running the site and allowing the Chairman to look good.

- a) Ken noted that things seem to be dwindling with respect to people wanting to do anything for the Association. Tonight's meeting attendance shows this to be the case. However, the Committee is good and strong.
- b) Earlier in the year we had a big decision to take a plot off someone. I was proud of the way the process went. The right decision was taken after a lengthy discussion.
- c) Any new members present? There is a need for plot holders to become Committee members. We do need help and we only meet four times a year on a Saturday morning. I will be approaching new plot holder in the coming weeks.
- d) We have had more break-ins with access being gained from the cemetery: a meeting with the manager has been booked.
- e) We have a new container which will hold our bit and bobs: it is still work in progress.

9 To discuss any matters arising from the meeting Chairman's report. It was agreed that help from younger plot holders was needed. The break-ins were discussed but the issue with the Cemetery management is something that needs to be managed.

10 The Trading Secretary report.

The association has still not been able to find a new Trading Secretary, so a Trading Sub-Committee (Jenny, Ken, Adrian, and Colin) is providing the report for 2023.

Colin reported that thanks go to Jack for transporting stock from the wholesalers. This significantly helps towards keeping the price down.

And thanks to the people who man the shop each Sunday more people to help would be nice. There is a problem with the sun not providing enough power to charge the batteries. An alternative power supply will be looked at the first Committee meeting. Peat compost will be available to 2026/27 and will be supplied. Any surplus feeds back into the general funds and keeps the rents low.

That concludes the trading report.

11 Matters from the Trading Secretary's report:
No matters were raised.

12 The Treasure circulated copies of the audited accounts and reported the following: -

Starting with the allotment accounts.

The accounts are for the period 1st Jan 2022 to 31st December 2022.

This year we have an excess of spend over income this is due to the purchase of the green container. The water bill is an estimate.

CEFAS have again paid us £150 (the Centre for the Environment, Fisheries and Aquaculture, based in Lowestoft.) Adrian provides them with a sample of root vegetables, and they check for radiation in the soil.

Turning to the shop.

Shop sales are down, as are seed orders. Profit feeds into the general pot the more we sell the greater the support to the plot rents.

13 From the Treasurer's report the following was raised.

There is a need that the plot holders must be informed about the support to rents that come from the sales in the shop and from King's Seeds. It was agreed that a "Good Life" item be included in the next edition as well as making use of WhatsApp and emails.

14 The audited 2023 accounts were signed off by the Auditor. It was proposed by S Potter that the accounts be accepted, seconded by P Aston. All presents were in favour. The meeting Chairman, Proposer and Secunder signed the accounts.

15 The Treasurer thanked Sue James for her work as auditor. Sue has agreed to perform the duties of auditor for 2024. C Smith proposed the appointment to continue A Maynard seconded and all presents were in favour.

16 The current officers and committee were thanked for their work and dismissed but continue until the end of the meeting.

17 The Allotment Members to appoint new officers and committee from the "members attending".

Written nominations were submitted for the following positions:

Position	Nominee	Proposed	Seconded	
Chairman	K Woodward	J Macquisten	C Smith	
Treasurer	C Smith	J Macquisten	K Woodward	
Committee	J Macquisten	C Smith	K Woodward	
	M Spilby	A Maynard	K Woodward	
	R Fish	C Smith	J Macquisten	

The remaining appointments are to be made at this meeting.

Position	Nominee	Proposed	Seconded	Vote
Trading Secretary	Vacant			

Honorary Secretary	Vacant			
Committee	D Barker			
Committee	S Potter			
Committee	J Morley			
Good Life Editor	M Macquisten			
Toilet Tech	J Macquisten			

All the above were elected by those present.

18 AOB:

- a) A request has been made from a Headmaster of a local school for support/advice for the school's allotment project. S Potter agreed to make contact.
- b) Jack has noted that some of the paths (roadway) is sinking in places and that refills are required. To be discussed at the first Committee meeting.
- c) A new approach was suggested that new plot and lack of maintenance where the plot holder is told once with a time frame, if nothing done then the key is to be returned. This is to be discussed at the first Committee meeting.
- d) Shedding needs to be assessed we could borrow/hire one from DCC or another source.

19 To arrange the date of the first Committee meeting

The date for the first committee meeting of 2024 is for 09.30am at the Site Meeting Room Saturday 23rd March 2024.

20 The meeting was closed by the Chairman at 9.19pm