



Ashbourne Allotment Association Limited

Committee Meeting Minutes

Date: 6th June 2023

Location: AAA Community Shed

In attendance were: Barry Morrison (BM) (Chairman), Suzanne Norton (SN) (Vice Chair), John Scott (JS) (Secretary), Nigel Coe (NC) (Membership secretary), Gill Reynolds (GR), Frank Jeffery (FJ), Nigel White (NW), Emma Dungey (ED), Glenn Cook (GC).

1.0 Apologies:

1.1 Max Hathaway (MH) (Treasurer), Rick Plant (RP).

2.0 Financial report: (Max):

2.1 JS: presented the latest updated budgetary figures for the period ending 02/06/2023.

2.1.1 Monies in bank and available: £6,129

2.1.2 Cash balance (held on hand): £602

2.1.2 Estimated income to be received: £1,000 (including rents and shop purchases) sales.

2.1.3 Estimated remaining expenditure for 2023/2024: £3,058

2.1.4 Estimated remaining surplus for projects for 2023/2024: £4,488

2.2 The committee approved the financial plan as presented.

3.0 Membership (Nigel):

3.1 Waiting List at this date: 7

3.2 Vacant plots available at this date: 0

3.3 Plot 31, An eviction notices for non-payment of rent was authorised.

3.4 NC: presented the procedures for the 3 warning letters presently used:

1. Advisory note for action.

2. 28-day warning notice.

3. Final eviction notice.

3.5 Rents: now all paid.

4.0 DDDC Matters:

4.1 SN: New Lease is pending dispatch to the Land Registry.

5.0 Secretary (John)

5.1 Shop:

5.1.1 Monies transferred to bank to date: £1,300.

5.1.2 Monies from shop on hand: £449

5.1.3 Sales of loose compost: £152

5.2 JS: Notice board proposal has been dropped.



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- 5.3 Shop Opening hours: Discussion on obtaining volunteers, whether members should book a slot to purchase AAA shop products.
 - 5.3.1 Agreed to have a safe in the community shed to hold keys to the two containers and the metal shed. Also, the safe to be large enough to hold both keys, sales sheets and monies. Action JS
- 5.4 A new set of Scissors and a knife are needed as replacements.

6.0 Plot Inspections (RP, FJ, NW)

- 6.1 Next plot inspection will be 23rd June. Pre-notification to be sent out.
 - 6.1.1 A survey and count of the rat boxes still available to be done during the plot inspections.

7.0 Website update. (Gill)

- 7.1 Nothing to report.

8.0 General Site Condition and Maintenance

- 8.1 Agreed: To order additional 3 to 4 sleepers to expand the wood chippings bay. (GC)
- 8.2 Mower training for the 11th June:
 - 8.2.1 BM: raised the issue of the requirement for Insurance and Risk Assessment for the mower training session. JS to investigate the availability of Insurance cover and BM to raise Risk Assessment report.
- 8.3 Water Tap support post: GC, reported that one support post required replacing due to rot.

9.0 Projects.

- 9.1 Larger generator for Community Shed: Action: BM to obtain a quote
- 9.3 BBQ: Agreed to cancel the BBQ for July due to lack of interest.

10.0 AOB

- 10:1 BM: Problem of conduct on a member of the AAA was raised.
 - 10.1.1 Agreed: Three areas of concern were discussed.
 - 10.1.1 Agreed: 28-day Warning Letter will be raised and passed onto the respondent.
- 10.2 GR: Raised the issue of fruit trees and their allowed height on plots.
 - 10.2.1 Agreed: The height of Cordon or other fruit trees should be no higher than 6 feet (1.8m). Existing fruit trees higher than stated should be trimmed down to size.
- 10.3 Agreed: All greenhouses on site must be glazed with Polycarbonate material and not greenhouse glass.

Next meeting: Wednesday 9th August 2023, Time 7:15pm Venue: AAA Community Shed

John Scott
25th June 2023