



# Ashbourne Allotment Association Limited

## Committee Meeting Minutes

**Date: 24<sup>th</sup> January 2024**

**Location: Ashbourne Ex-servicemen's Club**

In attendance were: Suzanne Norton (SN) (Vice Chair), John Scott (JS) (Secretary) Nigel Coe (NC) ((Membership secretary), Frank Jeffery (FJ), Emma Dungey (ED), Nigel White (NW), Glenn Cook (GC), Rick Plant (RP).

### **1.0 Apologies:**

1.1 Barry Morrison (BM) (Chairman), Max Hathaway (MH) (Treasurer, Gill Reynolds (GR)

### **2.0 Financial report: (MH):**

2.1 Monies in Bank at 24th January 2024 = £1,243  
2.2 Budgetary figures for final year end 2023 presented to MH  
2.3 Budget expectations for 2024 presented to MH

### **3.0 Membership and Tenancy Agreement (NC):**

3.1 Waiting List: As of 24th January 2024, = 11  
3.2 NC: reported that there are at present 3 free plots – Plot 14 is in very poor condition.  
3.2.1 A further plot is being made vacant by the 31<sup>st</sup> of January 2024  
3.3 Local 2<sup>nd</sup> Cubs group: Cub leaders have asked to visit and view the allotments with a talk on the allotment. Agreed that we will welcome the visit, although it was preferred that the visit should take place later in the season when vegetables being grown would be more visible.  
3.4 Representation from a rehabilitation group have asked for a plot for offenders to work on - as part of their rehabilitation. Agreed: but we need more information and references from other allotment sites who have undertaken this action.  
3.5 The plot holder of plot 20 has asked to walk around the site to make a survey for an educational course being under taken. It was noted that Plot 20 was itself in a poor state.  
3.6 Tenancy Agreement: NC confirmed that the Tenancy Agreement has been updated.  
3.7 GR: Requested for an amendment to the Tenancy Agreement; `That any dispute between plot holder and the committee that the final decision by the committee should be binding`.

### **4.0 Secretary (JS)**

4.1 Shop. Stock check was undertaken, with the majority of items correct, the only problem was missing stock for Tomato Grow Bags. This inaccuracy has been



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reported back to MH.

4.2 JS: Reported the need for some small bins to hold fertilisers that are held in stock as the bases of some existing fertiliser bags had been attacked by mice. Agreed.

4.3 JS: Put forward the argument to purchase a cash register for use in the shop. Cost to be approx. £200. Agreed.

4.4 GC: Asked for some shop sales price lists to be placed in the Community Shed cupboard for use,

### 5.0 General Site Condition and Maintenance

5.1 RP: Stated that he will contact a local Pest Controller to gain advice on pest control

5.2 GC: Reported that during repairs to water pipes, it become apparent that the non-return valves fitted to the pipes allowed water to be trapped above the valve which then froze and caused the pipes to split.

5.3 More action to be taken to fill in Pot Holes in the car park.

5.4 Compost wall still needs re-positioning.

### 6.0 Health and Safety

6.1 GC/NW: We need to undertake a risk assessment.

6.2 Agreed: To purchase two fire extinguishers- Powder type.

6.2.1 Would we need an annual check for Fire Extinguishers.

6.3 H&S: Should include actions on ramps and access points for the disabled and the partial sighted;

6.4 Applicants for a plot: we should be aware of any health issues.

### 7.0 Plot Inspections (RP, NW, FJ)

7.1 First plot inspections to be under-taken 1<sup>st</sup> April

### 9.0 DDDC Matters (SN):

9.1 SN: New Lease: Land Registry documents are in progress of completion.

### 10.0 Website update (GR)

10.1 Nothing to report.

### 11.0 AOB

11.1 GC: Requested a map of the site.

**Next meeting:**

**Wednesday February 28<sup>th</sup> 2024, Time 7:15pm Venue: Ex-Serviceman`s Club**