**Minutes for Extraordinary General Meeting**

 **Held at Newick Community Centre on 20th June, 2013.**

**Present:** Jed Jones (JJ), Neil Williams (NW), Kirsty Taylor (KT), Jason Taylor (JT), Andy Walford (AW), Jenny Smerdon (JS), (NPC/NAS committee), Ernie Rock, Jo Williams, Ross Houghton (NPC ), Cris Allen (NPC), Paula Carpenter, Bev Connor, Michael Essex, Victoria Marchant.

**Apologies received:** Alan Cork, Penny Braithwaite, Simon Stevens, David Tobitt.

**1/Chairman's Welcome**

Jed Jones opened the EGM at 20.05hrs and welcomed those attending.

**2/Confirmation of Officers and Committee**

Jed introduced himself and the other proposed officers of the Committee.

Chair - Jed Jones

Secretary - Kirsty Taylor

Treasurer - Neil Williams

Membership Secretary - Jason Taylor

The positions of Chairman and Treasurer had been previously voted in at the meeting held on 7th May, 2013.

Ordinary Committee members -

Andy Walford, Simon Stevens, David Tobitt, Jenny Smerdon who is also the Newick Parish Council (NPC) Representative. Jenny made the point that in her absence, another Parish Councillor could attend a meeting.

All Officer positions were proposed this evening by Paula Carpenter and seconded by Bev Connor. Approved unanimously.

**3/Rules and Constitution**

Copies of the NAS Rules and Constitution were circulated at beginning of the meeting. JJ explained that the rules and constitution had first been drafted in 2009. No further action taken with them over several years when land had been unavailable. The new Committee had redrafted them several times over past weeks. The major change to the Constitution was the adding of the Data Protection Clause. Jed thanked Jason and Kirsty for their work on this.

JS confirmed that Newick Parish Council had approved the Rules and Constitution.

JJ made clear that where there is a conflict or difference in the rules of the NAS with those of the NPC, then the NPC rules take precedence.

One rule is outstanding at present and needs to be drafted once the NAS has clarity on the water supply on site.

Attendees were asked for feedback. AW commented that the no smoking rule, currently number 35 should be redrafted to stand alone. KT will do this.

Victoria Marchant made enquiry regarding composting. JJ stated there will be a communal composter due to the limited size of the Cricketfield site. The rules forbid bonfires. He also pointed out the NPC agreement with NAS has a compost clause. These Agreements were circulated to attendees.

Approval for the NAS Rules and Constitution were proposed by JT, seconded by AW. Approved.

**4/ Treasurer's Report**

NW reported that the Society had applied for a bank account in the name of ' Newick Allotment Society' . Awaiting to be finalised by the Co-operative Bank. Any cheques to be made out to ' Newick Allotment Society '.

Fees and plot fees are currently being collected so funds are starting to grow.

There has been some necessary expenditure. New padlocks and 10 keys have been bought. A new shed will need to be purchased for the site. Parish Council have given promise of a loan to the Society, therefore there will be a small surplus following this.

JT encouraged all plot holders to pay their fees promptly.

NPC Parish Council’s existing insurance policy provides public liability insurance for any land owned or managed by them. However, this does not provide cover for accidents arising from plot holders themselves. AW has been quoted £58 for the Society's own insurance, awaiting written confirmation.

**5/ Plot Fees and Membership Fees**

JJ reported that the Committee had mettwice and discussed fees in much depth. The Committee recognises the tenancy fee may appear high in comparison to the limited size of the plots. However, the Society is in its infancy with many issues to be addressed and expenses to be covered. Unfortunately, this all costs money. No dispute was noted from those present.

Committee's decision:

*Allotment plot fee* for 2013/14 - £30, due annually. This rental fee includes an additional charge of £5 to reflect the higher annual membership fee for those allocated a plot.

Cricketfield site now has eight plots.

*Membership fees*: £8 - joint (same household)

 £5 - single

Again the Committee had discussed these in some depth. There are 22 names on NAS database currently waiting for a plot. All are encouraged to become a member of the Society. For annual fee members will get regular updates and a Newsletter each quarter as funds allow.

Members will also have priority on the waiting list over non-members. *See Item 7 for further details.*

JT added that to be a member added to the community spirit of the Society. Would like to get members to pass on knowledge and ideas to others, even those who may not yet have an plot. The idea is to share best practice, for everyone's benefit.

JS asked if those currently on the waiting list were aware of the membership fees. KT replied some had been notified but had hoped to do so at this meeting however they would be informed via email over the next few days.

JT confirmed that membership taken out now would be valid until September 2014.

**6/ Newick Parish Council Involvement**

Jenny stated Newick Parish Council (NPC) have a statutory obligation to find allotments for those villagers seeking one. For the past three years ago, Chris Jago, Ross Houghton, Cris Allen and herself have worked hard to acquire land for the Society. Lewes District Council (LDC) was approached by NPC about their taking over the management of the Cricketfield Site. LDC agreed and the required year's notice was served to the current tenant.

JS continued to say the feedback from the Village Plan shows that there is a need for more allotments. NPC is actively seeking more land and is monitoring another site at present. This is a substantial plot. Further details could not be shared at this time.

Assurance was given that NPC has the villagers interests to the fore.

NPC will give a loan of £500 to NAS for initial start up expenses eg. a new shed.

*Cricketfield Site*

New fencing by LDC now in situ. However, site not cleared as well as expected. Old shed still onsite. JS to chase. Also huge amount of carpet and hogweed to be disposed of. To ask LDC if will take away.

*The Well*

JJ hopes to get NPC to cap this in such a way that it can still be utilised. KT has costing for a pump, to be discussed with NPC. The cottage bordering the site has a well and always has plenty of water. To be able to get water from the well is obviously the more favoured method.

JS stressed that until the well has been made safe then extra care should be taken if children on site.

To apply to LDC for possibility of stand pipe.

Water butts for the Cricketfield site are being considered.

*Gate*

JJ asked NPC for a new gate as current one is very old and hanging upside down. JS will take back to NPC Committee.

*Trees*

JS has arranged for trees on Cricketfield site to be looked at and pruned professionally.

JJ thanked JS and her colleagues for all their work in getting to this stage.

The formal Agreement between Newick Parish Council and Newick Allotment Society for the Allotments at Cricketfield, Newick to be signed by KT and JS to take for NPC Representative's signature.

**7/ Waiting List**

The waiting list for an allotment will be managed accordingly:

1. Those who registered an interest prior to 7th May,2013 and who are members of NAS with a continued subscription,
2. Other members of NAS with a continued subscription,
3. Those who registered an interest prior to 7th May, 2013 and who are not members of NAS,
4. Those who registered an interest after May but are not members.

Being a member of NAS will allow for precedence on the allocation list. Ballots will be held as land becomes available.

**8/ Newsletter and Website**

Kirsty said these were aspirations of the Society at present. Hoping to have regular quarterly newsletters for members, sent via email. Work on the website has commenced but very early days so far so unable to give out the web address at present. Both will form a link between the Society and its members. Forum for exchanging of information and updates. Also hope to have a gallery of photos showing the progress of the Cricketfield site. Members are encouraged to contribute any information which would be useful to other users.

Thanks given to JT for designing the Society's logo.

**9/ A.O.B**.

Victoria Marchant asked if NAS had any links to Newick Horticultural Society. Due to Society only formalised recently, no links at present. The possibility of having a stall at their village show in September was discussed. Jams and chutneys made from the communal fruit on Cricketfield site could be sold to raise necessary funds to benefit the Society.

Attendees encouraged to complete membership application forms.

There being no further business, the Chairman thanked those present for coming and

formally closed the Meeting at 20.50 hrs.