

## GRENFELL ROAD ALLOTMENTS

<b>MEETING DATE &amp; TIME:</b>	11.08.18
<b>MEETING CHAIRED BY:</b>	Alan Lines
<b>PRESENT:</b>	Stuart Lines, John Devey, Bill Cox, Tim Kitchen, Jackie Kitchen, Andrew Middleton, Debbie Greensill, A. Mavitz
<b>APOLOGIES:</b>	Debbie Devey

ITEM	SUBJECT	ACTION REQUIRED
1.	<p><b><u>HEALTH &amp; SAFETY:</u></b></p> <p>The only point raised was the rotting drip bar by the door of the ladies toilets.</p>	
2.	<p><b><u>SITE STATUS:</u></b></p> <p>Update given by Chair. Action has already been taken by a number of plot holders following the last set of letters sent regarding their responsibility for plot maintenance and cultivation.</p> <p>There are a few plots that it is anticipated will become vacant by the end of September.</p> <p>There is currently only 1 vacant plot ready for allocation.</p> <p>There are currently no names on the waiting list for a plot.</p> <p>A 'Traffic Light' spreadsheet has been developed to monitor and manage plot status.</p>	
3.	<p><b><u>THE SHOP:</u></b></p> <p>Shop takings since last meeting = £118.50</p>	
4.	<p><b><u>BANK ACCOUNT:</u></b></p> <p>The account balance = £3,642.89</p> <p>The significant increase in balance is due to the allocation of WHG Project money that has been received the sum of money received was £2,581.85</p>	

<p><b>5.</b></p>	<p><b><u>WHG PROJECT MONEY:</u></b></p> <p>£2,581.85 received</p> <p>Discussion took place regarding the best location on the site for the community area. Points of consideration discussed were; flooding risk, location of communal poly tunnel, risk from vandals.</p> <p>Alan advised that he is planning to apply for an addition grant for the site.</p>	<p>To be discussed at length and decisions made at the next meeting, which will also be the Annual General Meeting (AGM), as it is envisaged that the majority of the project work will be undertaken during the Autumn/Winter months.</p>
<p><b>6.</b></p>	<p><b><u>SKIP:</u></b></p> <p>In preparation for the arrival of the skip several bays have been erected on the site to encourage plot holders to move unwanted items from their plots.</p>	
<p><b>7.</b></p>	<p><b><u>WALSALL NORTH ALLOTMENT ASSOCIATION ANNUAL VEGETABLE &amp; FLOWER SHOW</u></b></p> <p>The show will take place on Saturday 25<sup>th</sup> August 2018 between 12 – 2pm in the upstairs room at Colebatches Club, Bloxwich Road, Leamore.</p>	<p>Flyers to be put on the site noticeboards.</p>
<p><b>8.</b></p>	<p><b><u>ANNUAL GENERAL MEETING (AGM)</u></b></p> <p>The AGM will be held on the 22<sup>nd</sup> September. If anyone is interested in taking on a Committee Member Role, expressions of interest can be made in writing. Expressions of interest should be handed to the following Committee members:</p> <p>Alan Lines – Chairperson. Plots 7 &amp; 8</p> <p>Debbie Devey – Treasurer. Plot 20</p>	<p>Bill has kindly volunteered to put posters up on the notice boards to help raise awareness of the AGM.</p>
<p><b>9.</b></p>	<p><b><u>ANY OTHER BUSINESS:</u></b></p> <ul style="list-style-type: none"> <li>• Heavy duty tape has been applied to areas of the gate to reduce the amount of noise it makes when entering and leaving the site.</li> <li>• It was suggested that a lock be sourced to facilitate the use of the alternative entrance</li> </ul>	

	<p>gate to the site.</p> <ul style="list-style-type: none"> <li>• A Council site visit took place on 25.07.18</li> <li>• It was suggested that roles, responsibilities and workload of Committee Members be reviewed/revised at the AGM on the 22<sup>nd</sup> September.</li> <li>• John Devey has kindly offered to take responsibility for rent collection. Payments will start to be collected from 1<sup>st</sup> September.</li> </ul>	<p>Alan to update at next meeting.</p> <p>It was reported that the newly appointed Allotment Officer (Clive Morris) was impressed with the site and the plans.</p>
	<p><b><u>OUTSTANDING ACTIONS FROM PREVIOUS MINUTES:</u></b></p> <ol style="list-style-type: none"> <li>1. Relocation of notice boards.</li> <li>2. It was agreed at the last meeting that there was enough money in the bank to facilitate part repayment of the loan from North Walsall Allotment Association. Treasurer to advise whether this payment has been made.</li> </ol>	<p>In addition to relocation of the notice boards it was suggested at this meeting that a see through cover be applied to the notice boards to protect notices.</p>
<p style="text-align: center;"><b>THE DATE OF THE NEXT MEETING IS:</b></p> <p style="text-align: center;"><b>SATURDAY 22<sup>nd</sup> SEPTEMBER AT 10.30 IN THE CONTAINER.</b></p> <p style="text-align: center;"><b><u>PLEASE NOTE THAT THIS WILL BE THE ANNUAL GENERAL MEETING.</u></b></p> <p style="text-align: center;"><b><u>YOU ARE ENCOURAGED TO ATTEND, YOUR VIEWS ARE IMPORTANT.</u></b></p>		