



High Wych Allotment Association Annual General Meeting

Tuesday 13th November 2018 at 7:30 pm in the Memorial Hall

MINUTES

Present: Martin & Louise Greenaway, Gareth & Linda Emanuel, Shane & Angie Towse, Alan Felstead, Phil Attelsey, Mike Blight, Janet Stanton, Bob Collie, Michael Jones, Barrie Richardson, Dave Smith (HWPC).

Apologies for absence: Janice Warwick, Mike Morgan, John Portelly, Mark Sears

Approval/Matters Arising from AGM Minutes – 7th November 2017:

Barrie reported a small error on the accounts report last year – just to confirm the finishing balance was £897.94. *(The 2017 minutes were approved by Gareth Emanuel and seconded by Mike Blight).*

Election of Officers:

The Committee members were happy to continue and were duly elected:-

Chairman – Martin Greenway *(Proposed Bob Collie, Seconded Gareth Emanuel)*

Treasurer – Barrie Richardson *(Proposed Gareth Emanuel,, Seconded Michael Jones)*

Secretary – Linda Emanuel *(Proposed Mike Blight, Seconded Alan Felstead)*

Committee Member – Mike Blight *(Proposed Gareth Emanuel, Seconded Barrie Richardson)*

Committee Member – Roger Glynn *(Proposed Gareth Emanuel, Seconded Louise Greenaway)*

Chairman's Report: (Martin Greenaway)

It has been my first year as chairman and I have had some good times and hard times.

I would like to welcome the new people to the allotments Shane and Angie Towse and if there is any advice you need with things, I think everyone on the allotments would be glad to help you. I know as I'm always asking.

Since the last AGM we have had the asbestos removed from the site. The front entrance was done by levelling it off and placing hardcore down, drain away slabs and top soil with the help from a few people which was great. Hedge cutting was done again at the front with the help of people to clear up and take down the rubbish dump.

We have got plans to sort out plot one this winter by cutting the hedge and a greenhouse going up for people to use and for the plant sale and veg to go in. This will free up a lot room up for a lot of people. (Barrie) I don't mind helping out with watering in the evenings with the greenhouse.

It's been a very hot summer and it's been a hard year for things to grow. It's been a nightmare trying to keep up with watering.

A lot of us had things go missing off our plots. The committee all agreed that we would get two cameras to see if we can catch anyone coming in and doing this. It has been hard work for me every night checking the cameras till late at night. It's a shame I didn't see anything. I have seen the gate left unlocked a few times this year which is not good with what has been

happening. I know we are going to discuss about the entrance gate in a bit so I will leave that there.

Treasurer's Report: (Barrie Richardson)

We started the year with a balance of £897.94 and finished with £629.72, a reduction of £268.22. We spent £310.17 on improvements to the gate entrance of which £300 was covered by a grant from the Parish Council.

We have also purchased two trail cameras together with memory cards and batteries costing a total of £215.82. We are attempting to discover where are vegetables are going. Three new water taps were purchased to replace those beyond repair and the web site renewed.

Public liability insurance cost £78.64, NSALG membership £90.00 and Christmas drinks at the Rising Sun £87.10.

The major source of income was the plant sale which raised £367.80. £34.20 was raised by the sale of Kings seeds and the shop made a profit of about £50.

At the start of the year we had a stock value of £469.24 and finished the year with a stock of £558.32. I will be getting in more canes, some insecticide and some half seed trays in the next month or so. Taking into account the increase in stock, our balance has decreased by about £179.

The plant sale pays primarily for public liability insurance, membership of the National Society of Allotment and Leisure Gardeners and for a drink in the Rising Sun at Christmas.

High Wych Allotment Association					
Receipts and Payments October 1 st 2017 to September 30 th 2018					
Balance at 30th September 2017	£	£	Payments	£	£
Cash	62.38		Purchase of goods for sale	788.91	
Bank	835.56	897.94	Purchase of seeds	624.41	
			Purchase of compost for sale	440.00	
Receipts			Public liability insurance	78.64	
Sale of goods	678.30		NSALG Membership	90.00	
Sale of seeds	666.53		Christmas at the pub	87.10	
Sale of compost	432.00		Hire of memorial hall	9.00	
Plant sale	367.80		Grass Paving	110.76	
Donations	0.62		Type 1 and top soil for grass paving	161.45	
Grant from High Wych PC	300.00		Hire of Wacker plate for grass paving	37.96	
Sale of Gate Key	3.80	2449.05	Trail cameras	129.76	
Total			Sandisc for trail cameras	45.98	
			Batteries for trail cameras	42.78	
			Replacement water taps	19.46	
			Cups for plant sale	3.10	
			Petrol for Association mower	10.06	
			Refund for overpayment of seed orders	12.90	
			Web site renewal	25.00	2717.27
Total		3,346.99			
			Balance at 30th September 2018		
			Cash	7.18	
			Bank	622.54	629.72
			Total		3,346.99
Prepared by B Richardson			Dated	26 October 2018	
Examined by J Spencer			Dated	26 October 2018	

Secretary's Report: (Linda Emanuel)

GDPR came into effect in May 2018. Spreadsheets which contain our member's personal addresses and/or e-mail addresses will be password protected and only known to the committee. Personal details will not be shared with anyone or any organisation (with the exception of NSALG) without the individual's consent. E-Mail correspondence will always be BCC.

As with any club or organisation we have membership rules. At the last AGM it was announced we would review the rules and regulations as it was felt some plot holders were more aware than others of the rules belonging to the HWAA. I have e-mailed these to the committee and members prior to this year's AGM for any comments/feedback to be discussed at the AGM – as per the agenda.

Please may I stress this does not replace your Tenancy Agreement which you sign as acceptance of the terms and conditions laid down by High Wych Parish Council. The Rules and Regulations have primarily come from the Welcome Letter to new plot holders when Mike Blight was the Secretary. The Constitution has not changed and is being re-published.

I have omitted the subject of the entrance gate and security of the site as this is currently on the agenda for discussion.

The annual Flower and Scarecrow Festival in September was a huge success this year. Unfortunately, we were unable to have a produce stall due to the fact we were unsure how much fruit and vegetables we would have available following the very hot weather. Also, some of our members were actually away on holiday and would not have been able to man the stall. It is hoped we will be able to have a stall in 2019.

The WW1 Centenary has been commemorated in High Wych and our gate was decorated as part of the displays within the village.

I apologise for the fact we have not had a clothing order done this past year – this will be done as soon as possible. I will be sending out details for you to order along with prices etc. (This is also on the agenda for discussion).

We did have a New Year social at the Rising Sun with drinks and a buffet. Attendance was low. We may plan something different for next year.

High Wych Parish Council Report: (Dave Smith)

I am very pleased to note how well the allotments are maintained by the Tenants and that the site is being managed efficiently by the Committee of the HWAA.

The 2019-2020 budget for the Parish Council is to be presented to the Council meeting on the 14th of November and recommends that allotment rents remain the same as for 2018-2019. However, as a result of appointing a salaried Clerk, the annual grant is recommended to be reduced from £300 p.a. to £100.

A water levy will only be applied if necessary.

There is a small waiting list made up of existing Tenants requesting enlarged plots plus one new applicant.

HWAA Rules & Regulations:

After some discussion it was agreed Linda would liaise with Dave Smith (HWPC) to update/review our Association and HWPC agreement.

Entrance Gate & Security:

Unfortunately, as per the Chairman's report, this subject has caused a lot of concern due to the number of thefts experienced by our plot holders.

Security and safety dominated the discussion and it was agreed we would cost/evaluate and investigate the following:-

Automatic lock on the gate – you will need your key to get in and out.

A key safe to be installed on the gate and emergency services to be given the code. (The code will also be known to committee members only).

A master key (for the purpose of cutting copies).

New keys (owned by the Association) to be issued to plot holders for which you pay a deposit. This will be refunded when you hand back the key, if and when you decide to end your tenancy agreement and leave the site.

Members thanked Martin for all his efforts regarding the cameras on site.

It was also requested that plot holders check their own boundaries to ensure there are no holes in the hedges etc.

Hedge Cutting (Greenhouse – Plot One)

Martin to provide working party dates to start hedge cutting and to clear/prepare the ground to erect the new greenhouse.

With regard to hedge cutting Phil Attelsey reported damage to his shed. Mike Blight (on behalf of the committee) will assist in any claim.

Noticeboard

There are plans to put a noticeboard on site which will include committee members contact details, also emergency numbers. AGM and Committee Minutes. Seed Prices and Plant Sale details. Publicity posters of events etc.

Clothing

Linda will send out an e-mail with pricing etc and all the details as soon as possible.

New Year Social

Members are happy to continue with the usual format – drinks and a buffet at the Rising Sun, High Wych. Linda to arrange date and time (probably mid-January) and will inform members asap.

Seed Schemes

Barrie reported these were all done. Members thanked Barrie for his work every year in processing all our orders.

Any Other Business

Following the recent Remembrance events Phil Attelsey asked if HWAA could in future arrange to lay a poppy wreath. (Since the AGM Dave Smith has confirmed this is in hand and will be ordered).

Dave Smith also thanked everyone who took part in the High Wych village events to mark remembrance.

With regard to the allotments thanks were also expressed to Barrie, Alan and Phil for fitting the new taps.

PLANT SALE – will be on 11th May 2019 – please put a note in your diary!!!

Date of next AGM – Tuesday 12th November 2019 – 7.30pm