

MOORSIDE ALLOTMENTS ASSOCIATION

MINUTES OF COMMITTEE MEETING HELD ON TUESDAY 1 NOVEMBER 2016 AT 5.30 P.M. IN THE NUNSMOOR CENTRE

PRESENT: Susan Pownall (Chairman), Nick Coster, Nicola Francis (Treasurer), Frank Lightfoot, Sue Johnson, Steven McDonnell, Tony Whittle.

APOLOGIES FOR ABSENCE were received from Sue Brophy and Krys Gaffney.

MINUTES OF PREVIOUS COMMITTEE MEETING held on 4 October 2016 had been distributed to Committee members. **KG** had ordered a skip which arrived on Friday 28 October and is due to be collected on Saturday 5 November. **SP** had contacted Northumbrian Water who would send someone out shortly to check a depression which had appeared around the inspection hatches on the West Lane. **SM** had caught on camera a couple of foxes. **SP** confirmed that the portion of the outer border on Fenham Hall Drive not cut by the Council is to be cleared when weather and bonfires permit.

SECRETARY'S REPORT

There was nothing to report.

TREASURER'S REPORT

NF advised that a Trading Hut stocktake should be carried out before the end of November (the end of Moorside's financial year). **SP** and **SJ** offered to do this within the November timescale. The date for the **AGM 2017** is to be arranged and initially **NF** will check the availability of the meeting hall at St James' and St Basil's Church, with a view to booking either Tuesday 17, Wednesday 18 or Thursday 19 January, following which the relevant documents can be prepared for distribution to members.

TRADING HUT MANAGER'S REPORT

SP reported that sales were quiet but steady and paraffin was beginning to sell. **SJ** agreed to help with the annual stocktake.

WAITING LIST, LETTINGS AND INSPECTION

There were 38 people on the waiting list with no new applications during October. Plot 89b was vacant and a prospective tenant would view on 5 November with **TW**. **SP** had sent letters to various tenants. **SP** and **TW** met the tenants of 79b and 80a and offered the names of contacts regarding clearance and fencing. The Comfrey Project had indicated that there would be volunteers working on their Moorside plot during the winter season. There will be no plot inspections during winter, re-commencing in April 2017.

BEE GROUP/BEE GARDEN

Bee activity was slowing down as winter approached. There was nothing to report.

KG and **SB** having given apologies for absence, there was nothing to report regarding the bee garden.

NAWG MATTERS

At the meeting held on 13 October it was reported that a that a sub-group had been formed to revise the current citywide policy regarding buildings and structures for implementation in the allotment year 2017.

MOORSIDE SHOW GROUP

The minutes of the show group meeting on 26 October had been received by **SP** from Pat Francis (**PF**). The procedure for the raffle, should the 2017 and any other subsequent shows be cancelled due to difficult weather conditions, is under review and will be discussed by the show group at their next meeting scheduled for February 2017. **PF** is preparing thank you letters for donors at the Cozy Dove and The Swan, Heddon-on-the-Wall and these will be hand delivered by **TW** and **Stan Tortoise** respectively. The provisional show accounts were accepted by the Committee. Only one

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item remains to be confirmed. There had not been a sponsor for the printing of the brochure, application form or prize cards.

WILDLIFE AREA PROPOSAL/PROGRESSION

FL is composing a list of plants and supplies for a project on part of the East Lane “turnaround” which he will buy at an estimated but maximum cost of £100 from Halls of Heddon and he will prepare further information for the next meeting. This cost will be covered by the Bee Grant and it was agreed that **FL** would be reimbursed against original receipts from Halls. **SJ** has begun some weeding around established planting.

HEALTH AND SAFETY PROPOSALS/PROGRESS

SM had completed an information board which he placed above the red letter box at the middle gate, for which the committee thanked him. **SM** will draft a risk assessment form concerning communal pathways to be used during the monthly plot inspections. **SM** will draft a risk assessment form for the trading hut and for trading hut volunteers to bring their attention to recommended procedures as recommended by **NF**. **SM** proposed a “tab” on the Moorside website exclusively for Health & Safety matters, which he would implement in conjunction with Rich Littlewood, the Moorside ‘webmaster’. **SM** noted that there is some barbed wire near the “top gate” to be removed.

ANY OTHER BUSINESS

None.

DATE OF NEXT MEETING

The next Committee meeting will be on Tuesday 6 December 2016 at 5.30 p.m. in the Nunsmoor Centre.

The meeting closed at 6.50 p.m.

SJ

8 November 2016