

MOORSIDE ALLOTMENTS ASSOCIATION

MINUTES OF COMMITTEE MEETING HELD ON TUESDAY 5 DECEMBER 2017 AT 5.30 P.M. IN THE NUNSMOOR CENTRE

PRESENT: Susan Pownall (in the Chair), Krys Gaffney, Sue Brophy, Nick Coster, Nicola Francis, Sue Johnson, Frank Lightfoot and Tony Whittle.

There were no **APOLOGIES FOR ABSENCE**.

MINUTES OF PREVIOUS COMMITTEE MEETING held on 7 November had been distributed to Committee members. There were no matters arising from the minutes.

SECRETARY'S REPORT

KG had nothing to report.

TREASURER'S REPORT

It had been proposed that members should have the facility to pay their rents electronically. **NF** suggested that payment by bank transfer was the most straightforward option and would alter the rent form to include Moorside's bank account details for members who wished to pay their rents this way.

CHAIRMAN/TRADING HUT MANAGER'S REPORT

SP would ask **NF** to investigate whether St. James' and St. Basil's church hall would be available for the AGM on 24 January 2018. Allotments becoming part of a trust would be discussed at a NAWG meeting on 14 December; as a Freemen's site, Moorside's position in the trust would be problematic since it is not clear whether the site would be answerable to the trust or to the Freemen. **SP** and **SJ** had carried out a stocktake in the Trading Hut for the end of year accounts. The Allotments Officer had visited Moorside to assess our tree pruning requirements. The cost of the work, to be done in February, amounted to £2,620 and the association would be asked for a contribution of £1,000. It was agreed that **SP**, **TW** and **FL** would review and identify the essential jobs for the Council to carry out and those that the association could do, to bring down costs. Papers for the AGM would be reviewed at the next committee meeting on 2 January 2018 and sent out in time for the AGM. Rents for 2018 were unlikely to change. Winter hours were operative in the Trading Hut i.e. 11 a.m. to 12 p.m. each Saturday and Sunday.

WAITING LIST, LETTINGS AND INSPECTIONS

TW reported that there were 34 people on the waiting list. No plots had been re-let in November.

HEALTH AND SAFETY MATTERS

SJ had completed the risk assessment form for the Plant Scheme; no action was required.

NAWG MATTERS already covered under 'Chairman/Trading Hut Manager's report'.

ANY OTHER BUSINESS

- ◆ **NF** had not yet received the paperwork for renewing the insurance; thefts from plots had not been covered under the previous insurance.
- ◆ **NF** asked to be relieved of handling the Plant Scheme and Trading Hut accounts for the foreseeable future; she was happy to continue with the remainder of the accounts during the remainder of her pregnancy.
- ◆ **SB** wanted to cut back overhanging tree growth on the outside perimeter of the site, by the top gate. There were no objections to her proposal.
- ◆ The membership list would need to be updated before the distribution of papers for the AGM.

DATE OF NEXT MEETING

The next Committee meeting will be on Tuesday 2 January 2018 at 5.30 p.m. in the Nunsmoor Centre.

The meeting closed at 6.40 p.m.

KG, 31 December 2017.