



# Burley Model Allotments

<b>Annual General Meeting</b>	<b>Date 23/10/2021</b> <b>Time 11.30</b>	<b>Location</b> <b>Burley Model Allotments</b>
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<b>Present (Name and Plot Number)</b>
<b>Please see the separate Attendance Sheet (Page 7)</b>
<b>Apologies</b>
<b>Guests Attending</b>
<b>There were no guests in attendance at the meeting.</b>

<b>MINUTES OF ANNUAL GENERAL MEETING</b>	
<b>No</b>	<b>Item</b>
<b>1.</b>	<b>Introduction</b>
1.1	Introduction to the meeting - as acting Chair, Colin Halliwell introduced himself and outlined the format for the meeting
1.2	He thanked all those attending.
1.3	He thanked Tim Wilford for his inspection efforts and the communication with various plot holders regarding health issues, plot problems and other matters.
1.4	He mentioned the success of our Annual Show, thanking Elaine Wilford for organising the event as well as all the volunteers who helped out.
<b>2.</b>	<b>Matters Arising From The Minutes Of The A.G.M.</b>
2.1	<b>Minutes of last year's A.G.M.</b> - The minutes from last year's meeting were circulated and proposed as a true record by Jo Mingham (JM) and seconded by Phil Gadsby (PG).
2.2	<b>Matters Arising (from last year's minutes) -</b> There were no matters arising from last year's minutes.
<b>3.</b>	<b>Secretary's Report</b>
3.1	There was no report produced this year as we do not have a Secretary at this time.



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No	Item
<b>4.</b>	<b>Membership Secretary's Report</b>
4.1	In November 2020, we had 22 vacant plots and, due to the lockdown, we had to stagger the lettings but, thanks to Lesly our Lettings Officer, we were able to let all vacant plots on the site which we have now done for the last 4 years. We have 119 full plots divided into a total of 190 third/half or full plots with 171 tenants.
4.2	Just a reminder that Leeds City Council, our landlords, will be increasing the rents over the next 3 years.
4.3	The shop reopened for sales and seed orders and tea/coffee. The water obviously was turned off/on, toilets were cleaned, grass and hedges were cut and I would like to thank everyone who has helped to run the site over the last 12 months.
4.4	We had the main gates replaced for easier access and the locks were replaced with bespoke chains on them to prevent them being removed after all the locks were stolen in November.
<b>5.</b>	<b>Treasurer's Report</b>
5.1	<b>See separate report appendix 1 (pages 5 &amp; 6)</b>
5.2	<b>Donations</b> - Thank you all for your donations this year.
5.3	<b>Capital Expenditure</b> - This year we have purchased the new main gates from Troydale Fabrications, to complete all the gate renovations.
5.4	<b>Savings</b> - We need to keep approx. £5,000 in our reserves to pay for key returns, should everyone want their money back at the same time.
5.5	<b>Show</b> - Great to welcome you all back for our show this year – many thanks as always to everyone who helps make this a good day out
5.6	<b>Keys</b> - As you will know, all our locks were stolen and needed to be replaced. Many thanks to Frank Turpin for all his work in sorting this for us.
5.7	<b>Other things of note</b> - More and more of you are paying your plot rent on line (thanks!)
5.8	<b>Questions from Members</b> - A question was asked as to the reason for the discrepancy between the amounts collected for rents over the last 3 years if plots are fully let. The Membership Secretary explained that plots may be let later than October 1, throughout the year, hence the amount raised will vary
<b>6.</b>	<b>Show Secretary's Report</b>
6.1	Elaine reported that feedback was very positive
6.2	All efforts were made to make it Covid secure and using the area in front of the hut much more was successful
6.3	She praised Barry Raw for his amazing efforts running the raffle and raising over £500
6.4	Elaine said that she would very much welcome any suggestions for improvement and thanked all the volunteers for their efforts



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No	Item
<b>7.</b>	<b>Election of Officers</b>
<b>7.1</b>	<b>Election of Officers and Committee Members</b> - The Chair outlined the rules of the Association with regard to the election of Officers and Committee Members. At this point the outgoing committee resigned.
<b>7.2</b>	<b>Nomination of Officers and Committee Members</b> - The Chair stated, although nomination should be made prior to the A.G.M., if anyone wants to join the Committee they are more than welcome and that we currently have vacancies for a Chair, Secretary and Treasurer of the Association. Committee Meetings are held at 7.00 p.m. on the second Monday of the month and everyone is welcome to attend them.
<b>7.3</b>	<b>The Chair reported that nominations had been received for the following positions:-</b> Chair: Vacant, Secretary: Vacant, Treasurer: Vacant, Membership Secretary: <b>Frank Turpin</b> , Hut Officer: <b>Tony Handby</b> , Show Secretary: <b>Elaine Wilford</b> , Lettings Secretary: <b>Lesly Best</b> , Publicity Officer: <b>Keith Barrett</b> , Committee Members: <b>Sue Hollington, Tony Handby, Colin Halliwell, and Tim Wilford.</b>
<b>7.4</b>	<b>The following people were elected to the committee:</b> Chair: <b>Vacant</b> Vice Chair: <b>Vacant</b> Secretary: <b>Vacant</b> Treasurer: <b>Vacant</b> Membership Secretary: <b>Frank Turpin</b> Stores Manager: <b>Tony Handby</b> Show Secretary: <b>Elaine Wilford</b> Lettings Secretary: <b>Lesly Best</b> Publicity Officer: <b>Keith Barrett</b> Committee Member: <b>Sue Hollington</b> Committee Member: <b>Tony Handby</b> Committee Member: <b>Colin Halliwell</b> Committee Member: <b>Tim Wilford</b>
<b>7.5</b>	<b>As there is no Chair it was agreed these positions will be filled at meetings by members of the current Committee on a rolling basis.</b>
<b>7.6</b>	<b>Trustees</b> - The trustees of the Association will remain as: Trustee: <b>Barry Raw</b> Trustee: <b>Iain Smith</b>



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MINUTES OF ANNUAL GENERAL MEETING	
No	Item
<b>8.</b>	<b>Changes to the Rules</b>
<b>8.1</b>	<b>Ban the use of sprinklers</b> – Proposed by Sue Hollington and seconded by Jo Mingham
<b>8.2</b>	The chair gave some examples of problems encountered throughout the summer - amount of water used, the cost of wasted water and how this affects other plot holder by stopping others using water. FT then raised concern regarding the amount of water used and further pointed out the complaints made and reports from various members. FT explained in some detail the complaints there had been, especially incidents of a sprinkler being left on for three quarters of an hour while someone went home for lunch. It was then brought up that there were occasions of somebody attaching a hose, leaving it unattended on their plot and others then having problems because of no water availability. The chair then opened this subject for debate by the membership. A full and frank discussion ensued where a number of proposals and counter proposals were raised and full consideration was given to all suggestions and this included both hosepipe use and sprinklers. During the discussion it was stated that the meeting was required to vote on the proposed amendment.
<b>8.3</b>	It was proposed by Jo Mingham and seconded by Martin Lewis that <b><i>Members cannot leave water running and walk away from the plot or leave a hosepipe unattended for any length of time</i></b> A vote was taken on banning sprinklers and unattended hosepipes. This was passed by a majority decision with there being one person opposed to the change.
<b>8.4</b>	This will rely on reports from individual plot holders.
<b>8.5</b>	Information can be provided via email and the noticeboard.
<b>8.6</b>	It was pointed out that the Constitution does have a policy for rule breakers
<b>9.</b>	<b>Changes to the Constitution</b>
<b>9.1</b>	<b>There were no proposed changes to the Constitution.</b>
<b>10.</b>	<b>Any Other Business</b>
<b>10.1</b>	<b>Thanks</b> - Thanks were expressed to Colin for his efforts as temporary Chair
<b>10.2</b>	<b>Committee Vacancies</b> - there was an appeal for volunteers - it was pointed out that anyone can attend the monthly Committee meeting - it was agreed that an email would be sent out regarding the meetings and the need for volunteers
<b>11.</b>	<b>Closure of the Meeting</b>
<b>11.1</b>	<b>Closure of the Annual General Meeting.</b> - The Chair thanked everyone for their attendance and the meeting officially closed at 12.27



# **Burley Model Allotments**

## **Appendix 1 Treasurers Report**

### **1. Donations**

Thank you all for your donations this year.

### **2. Capital Expenditure**

This year we have purchased the new main gates from Troydale Fabrications, to complete all the gate renovations.

### **3. Savings**

We need to keep approx. £5,000 in our reserves to pay for key returns, should everyone want their money back at the same time.

### **4. Show**

Great to welcome you all back for our show this year – many thanks as always to everyone who helps make this a good day out.

### **5. Keys**

As you will know, all our locks were stolen and needed to be replaced. Many thanks for Frank Turpin for all his work in sorting this for us.

### **6. Other things of note**

More and more of you are paying your plot rent on line (thanks!)



# Burley Model Allotments

## Appendix 1 Treasurers Report

Income	2020 - 2021	2019-2020	2018-19
Rents	8249.57	10293.56	7627.03
Sales and seeds	4281.32	2633.47	3690.12
Keys	360	560	605
Bank interest	1.31	17.15	20.06
Show	574.10	628.70	0
Donations	132.20	382.81	458.54
Grants	0	0	0
<b>TOTALS</b>	<b>13598.50</b>	<b>14515.69</b>	<b>12400.75</b>

### Expenditure

Capital expenditure	2070.90	1791.99	358.77
Electricity to hut	229.00	186	154.00
Grass cutting	38.72	34.15	25.41
Insurance	164.40	119.60	109.60
Keys: refunds and locks	300	455	360.00
Keys: new locks	968.52	0	0
Maintenance	101.23	115.42	321.71
Membership	181.19	181	220
Misc	60	646.93	132.65
Rents to LCC	4780.42	4892.57	4770.19
Shop supplies & seeds	4364.52	2739.88	3552.27
Show	295.26	48.16	227.39
Stationery	21.30	96.52	342.98
Water	1405.58	768.14	467.10
Web (inc Nature Watch)	499.18	575.86	958.32
<b>TOTALS</b>	<b>15480.22</b>	<b>12651.22</b>	<b>11800.39</b>
bal. of bank acc	3898.13	5685.03	7381.81
bal. of savings acc	13062.36	13061.05	10045.55
Total funds	16960.49	18746.08	17427.36

Rents: forthcoming year	4038.42	2021.63	1331.02
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# Burley Model Allotments

## Appendix 2

Attendance Sheet for Annual General Meeting held on 23rd October 2021



## Burley Model Allotments

Burley Model Allotments Association The Cardigan Centre 145-149 Cardigan Road Leeds LS6 1LJ  
 Email: bmaasecretary@gmail.com www.burleymodelallotments.org

Date :- 23/10/21	ANNUAL GENERAL MEETING	Location :- Burley Model Allotments
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### Attendance Sheet

Print Name	Plot Number(s)	Signed
F. TURPIN	88	F. turn
C. WALLINELL	74b	<i>[Signature]</i>
J. WELMONT	29A	J. Welmont
T. WARDBY	118B	<i>[Signature]</i>
SUE HOLLINGSTON	100	<i>[Signature]</i>
Michelle McCabe	4A	Michelle
LUCY CAMPBELL-SKELLING	4A	<i>[Signature]</i>
Lucia POORE	4A	L POORE
ANDY SUTCLIFFE	4B	A. Sutcliffe
<i>[Signature]</i>	112a 111b	<i>[Signature]</i>
PHIL GADSBY	72b/73b	<i>[Signature]</i>
JACKIE WILSON	54	Jackie Wilson
IAN WORSNOP	103B	<i>[Signature]</i>
BARRY RAN	117	<i>[Signature]</i>
Kris SYMON	49	<i>[Signature]</i>
ALICE BLACKH	57 98A	<i>[Signature]</i>
Mr. Mel O'Connell	53D	<i>[Signature]</i>
Richard Wilcocks	34+	<i>[Signature]</i>
Hannah Bingle	119a	<i>[Signature]</i>
M. LEWIS	83a	<i>[Signature]</i>
MICHAEL EMLY	77	M. Emly
TIM WILFORD	116	Tim Wilford
ELAINE WILFORD	116	Elaine Wilford
IAN SMITH	39	I R Smith
RICHARD MANSON	NE - TO BARRY'S	<i>[Signature]</i>
TOM RANGLES	93A	<i>[Signature]</i>
Marion McCullough	81?	<i>[Signature]</i>
Collette Green	81?	<i>[Signature]</i>
SARAH GILL + JOSHUA FILLIP	81	<i>[Signature]</i>
Helen Ashman	83a	H. Ashman
Tim Debraj Dean	2b 47a	<i>[Signature]</i>
Anne Haworth	199	Anne Haworth