



# Burley Model Allotments

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

|                        |   |   |
|------------------------|---|---|
| <b>Date 11/10/2021</b> | <b>Start Time 7.00pm<br/>Finish Time : 8.00pm</b> | <b>Location : Burley Model Allotments</b> |
|------------------------|---|---|

| Present         | Initials | Apologies   | Initials | Non-Attendees | Initials |
|-----------------|----------|-------------|----------|---------------|----------|
| Barry Raw       | BR       | Josh Elliff | JE       |               |          |
| Tony Handby     | TH       | Helen White | HW       |               |          |
| Iain Smith      | IS       |             |          |               |          |
| Keith Barrett   | KB       |             |          |               |          |
| Colin Halliwell | CH       |             |          |               |          |
| Tim Wilford     | TW       |             |          |               |          |
| Elaine Wilford  | EW       |             |          |               |          |
| Sarah Gill      | SG       |             |          |               |          |
| Frank Turpin    | FT       |             |          |               |          |
| Sue Hollington  | SH       |             |          |               |          |

| Guests Attending |          |
|------------------|----------|
| Present          | Initials |
|                  |          |

## MINUTES OF COMMITTEE MEETING

| No       | Item  | Action By | Due Date |
|----------|---|-----------|----------|
| <b>1</b> | <b>Apologies and Non Attendance</b>   |           |          |
| 1.1      | Apologies from Josh Eliff and Helen White who were unable to attend this meeting  |           |          |
| <b>2</b> | <b>Minutes of Last Meeting</b>  |           |          |
| 2.1      | Only three committee members turned up for Septembers committee meeting so meeting cancelled and no minutes taken.  |           |          |
| <b>3</b> | <b>Matters Arising from Last Meeting</b>  |           |          |
| 3.1      | No matters raised as above insufficient committee members to hold a meeting   |           |          |
| <b>4</b> | <b>Vacant plots</b>   |           |          |
| 4.1      | 20 plots vacant   |           |          |
| <b>5</b> | <b>Lettings</b>   |           |          |
| 5.1      | 63 people still on waiting list for a plot, once all current plot holders have paid rent due, committee to discuss and action in November 2021 after the AGM which is on 23 <sup>rd</sup> October 2021  | IS and FT |          |
| <b>6</b> | <b>Inspections</b>  |           |          |
| 6.1      | Plot inspections completed for this year, TW reported that some keys are still to be handed in, Tim as done an excellent job in dealing with the inspections and as be tactful and caring in carrying out this task while adhering to the rules of the Association. Well done Tim. Plot inspections to start in April 2021. | TW and CH |          |
| <b>7</b> | <b>Treasurers Report</b>  |           |          |
|          | We still need to find a replacement for Helen.<br>Treasurer's report: There is currently £13,062 .47 pence in the saving account<br>And £5,904.36 pence in the current account.   | ALL       |          |

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|           |  |        |  |
|-----------|--|--------|--|
| <b>8</b>  | <b>Secretaries Report</b>  |        |  |
| 8.1       | This item was not discussed at this meeting  |        |  |
| <b>9</b>  | <b>Correspondence</b>  |        |  |
| 9.1       | There was no correspondence discussed at this meeting  | IS     |  |
| <b>10</b> | <b>Annual Show</b>   |        |  |
| 10.1      | The 2021 show went ahead as planned a big thankyou to all committee members and volunteers who worked hard preparing/setting up the show and clearing up after the show, a special thankyou to Elaine Wilford Show Secretary and her team for all the planning/arranging trophies etc etc, which contributed to a successful show. The Budding Gardener for the younger members was particularly successful. | EW     |  |
| <b>11</b> | <b>Nature Watch</b>  |        |  |
| 11.1      | Nothing reported as we have no one leading on this project, to be discussed at AGM to see if anyone wish's to volunteer to undertake this project.   | All    |  |
| <b>12</b> | <b>Any Other Business</b>  |        |  |
| 12.1      | AGM to take place on the Saturday 23 <sup>rd</sup> October 2021 outside the hut at 11.30am. Colin Halliwell to Chair the AGM, Frank Turpin to email all plot holders a copy of the AGM Agenda,<br>All committee members who wish to be re-elected to complete application form/signed and seconded   | FT, CH |  |
| 12.2      | Next committee meeting to be on 8 <sup>th</sup> November 2021.<br>Meeting closed at 8pm.   | All    |  |

| SUMMARY OF ACTIONS |   |           |          |
|--------------------|---|-----------|----------|
| No                 | Item  | Action By | Due Date |
| 5.1                | Report on Lettings/ rents collected                           | FT/IS     | 8/11/21  |
| 6.1                | Update on plot inspections/keys handed in                     | TW/FT     |          |
| 7                  | Still to find a replacement Treasurer.                        | ALL       |          |
| 12.1               | To attend the AGM on 23 <sup>rd</sup> October 2021            | All       |          |
| 12.2               | <b>Date of Next Meeting: 8<sup>th</sup> November 2021 7pm</b> | All       |          |
|                    |   |           |          |
|                    |   |           |          |
|                    |   |           |          |

## NEXT MEETING Date

## Items for agenda

|           |                                |
|-----------|--------------------------------|
| <b>1.</b> | <b>APOLOGIES</b>               |
| <b>2</b>  | <b>Minutes of last meeting</b> |
| <b>3</b>  | <b>Matters Arising</b>         |
| <b>4</b>  | <b>Vacant Plots</b>            |
| <b>5</b>  | <b>Lettings</b>                |
| <b>6</b>  | <b>Inspections</b>             |

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|    |                          |
|----|--------------------------|
| 7  | Treasurers Report        |
| 8  | Secretaries Report       |
| 9  | Correspondence           |
| 10 | Annual Show              |
| 11 | Sub Committees           |
| 12 | Any Other Business       |
| 13 | Actions for next meeting |
|    |                          |

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