



# 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</b> 08/10/2018	<b>Meeting Opened at :- 19.00</b> <b>Meeting Closed at :- 21.10</b>	<b>Location :-</b> <b>Burley Model Allotments</b>
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Present	Initials	Apologies	Initials	Non-Attendees	Initials
Helen White	HW	Iain Smith	IS		
Keith Barrett	KB	Frank Turpin	FT		
Tony Handby	TH				
Tim Wilford	TW				
S Kind	SK				
Barry Raw	BR				
Sue Hollington	SH				

<b>Guests Attending</b>

## MINUTES OF COMMITTEE MEETING

No	Item	Action By	Due Date
<b>1</b>	<b>Apologies and Non Attendance</b>		
1.1	There were apologies from IS and FT.		
<b>2</b>	<b>Minutes of Last Meeting</b>		
2.1	Proposed as a true record by HW and seconded by TH and agreed unanimously.		
<b>3</b>	<b>Items For the Annual General Meeting 2018</b>		
<b>3.1</b>	<b>A number of items for the Annual General Meeting were discussed</b> See minutes of the AGM		
<b>4</b>	<b>Matters Arising from Last Meeting</b>		
4.1	See summary of actions from the last meeting.		
4.2	It was proposed that Frank Turpin should be made an honorary Lifetime Member of the Association. This was agreed unanimously.		
<b>5</b>	<b>Vacant plots</b>		
5.1	It was established at this meeting that the number of vacant plots will not reflect a true figure until after November. It was agreed that this item could not be discussed until after this date.		
<b>6</b>	<b>Lettings</b>		
6.1	It was established at this meeting that the number of applicants on the waiting list will not reflect a true figure until after November. It was agreed that this item could not be discussed until after this date.		
<b>7</b>	<b>Inspections</b>		
7.1	Plots will be re-inspected Next Year.	TW/BR	
7.2	Letters Sent – See separate Table of letters sent		
<b>8</b>	<b>Treasurers Report</b>		
8.1	The Treasurer reported that the funds at the AGM Savings: £10,023.84 Current: £6795.04 Of this we require £4,500 for Key deposits		
8.2	See full report from the AGM		
<b>9</b>	<b>Site Improvements</b>		
9.1	<b>Repairs to the stand pipes –</b> Work on the first one has been completed. To arrange for future works to be started.	ALL	08/10/18
<b>10</b>	<b>Secretaries Report</b>		
10.1	The Secretary was not in attendance this item was not discussed.		
<b>11</b>	<b>Correspondence</b>		
12.1	There were no items of correspondence to discuss.		
<b>12</b>	<b>Annual Show</b>		
12.1	<b>Date of Annual Show</b>		
<b>13</b>	<b>Nature Watch</b>		
13.1	See Minutes of AGM for full details		
<b>14</b>	<b>Sub Committees</b>		



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14.1	At present there are no Sub Committee's		
<b>15</b>	<b>A.O.B.</b>		
15.1	<b>Peat Based Compost</b> – There was a full and frank discussion (even though Frank was not here) regarding this issue. It was finally decided after a lot of heartache and blood letting that we would look at moving to selling some kind of peat free compost in the Hut. SK would look into this issue and report back at the next meeting	SK	12/11/18
15.2	<b>Non Fruit Trees on Site</b> – It was agreed that much of this was a confusion regarding terminology. A number of trees need to be reduced in height and this will be done in winter. We will however look at a full review of the trees on the site. SK will take the lead on this issue and report at the next meeting.	SK	12/11/18
15.3	<b>Mr Muck</b> – SK asked if we wanted to order compost it was agreed (eventually) to order compost 4 or 5 pallets from last year's supplier. SK to arrange.	SK	12/11/18

SUMMARY OF ACTIONS FROM THE LAST MEETING			
No	Item	Action By	Due Date
7.1	Inspections will be carried in 2019	BR/TW	2019
15.1	Peat based Compost - See AOB 15.1	SK	12/11/18
15.2	Non fruit Trees - See AOB 15.2	SK	12/11/18
15.3	Order compost from Mr. Muck	SK	12/11/18
15.4	Bulb Planting	ALL	11/10/18

INSPECTIONS - TABLE OF LETTERS SENT 2018					
MONTH	Letter 1	Letter 2	Letter 3	Termination Letter/Date Sent	
February	0	0	0	0	
March	0	0	0	0	
April	19	0	0	0	
May	18	11	0	0	
June	4	8	4	4	03/07/2018
July	3	3	4	0	
August	2	4	2	2	28/08/2018
September					
October					



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## Agenda 12/11/2018

<b>1</b>	<b>Attendance and Apologies</b>		
<b>1.1</b>	<b>Committee</b>		
	<b>Name</b>	<b>✓</b>	<b>Name</b>
	H White (HW)		T Willford (TW)
	I. Smith (IS)		T Handby (TH)
	F Turpin (FT)		B Raw (BR)
	S Hollington (SH)		K Barrett (KB)
	S Kind		
<b>1.2</b>	<b>Guests Attending</b>		
<b>2</b>	<b>Minutes of last meeting</b>		
2.1	Proposed By	Seconded by	Unanimous (Yes/No)
<b>3</b>	<b>Running of the Meetings</b>		
3.1	A formatted Agenda		
3.2	A free agenda that can be changed at each meeting		
<b>4</b>	<b>Matters Arising</b>		
4.1	See summary of actions from last meeting.		
<b>5</b>	<b>Vacant Plots</b>		
5.1	To be discussed at Novembers meeting		
<b>6</b>	<b>Lettings</b>		
6.1	To be discussed at Novembers meeting		
<b>7</b>	<b>Inspections</b>		
7.1	See Separate table		
<b>8</b>	<b>Treasurers Report</b>		
<b>9</b>	<b>Site Improvements</b>		
9.1	1 Repair to stand pipes – To arrange working party - Ongoing		
<b>10</b>	<b>Secretaries Report</b>		
<b>11</b>	<b>Correspondence</b>		
<b>12</b>	<b>Annual Show</b>		
<b>13</b>	<b>Nature Watch</b>		
<b>14</b>	<b>Sub Committees</b>		
<b>15</b>	<b>Any Other Business</b>		
15.1	Peat Based Compost		
15.2	Non fruit trees on the site		
15.3	Ash from Comm-Ply Yorkshire		
15.4	Health & Safety Policy		
15.5	Emergency Action Plan		