



# 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> 09/12/2019	<b>Meeting Opened at :- 19.03</b> <b>Meeting Closed at :- 19.45</b>	<b>Location :-</b> <b>Burley Model Allotments</b>
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Present	Initials	Apologies	Initials	Non-Attendees	Initials
Keith Barrett	KB	Tim Wilford	TW		
Helen White	HW	Elaine Wilford	EW		
Tony Handby	TH				
Barry Raw	BR				
Sue Hollington	SH				
Frank Turpin	FT				
Josh Elliff	JE				
Sarah Gill	SG				
Colin Halliwell	CH				
Iain Smith	IS				
<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 EW and TW			
<b>2</b>	<b>Minutes of Last Meeting</b>			
2.1	Proposed as a true record by HW and seconded by BR and agreed unanimously.			
<b>3</b>	<b>Matters Arising from Last Meeting</b>			
3.1	See summary of actions from the last meeting.			
<b>4</b>	<b>Items For The Annual General Meeting</b>			
	At present there are no items to be brought forward for the A.G.M in 2020			
<b>5</b>	<b>Membership Secretaries Report</b>			
5.1	We have 8 vacant plots.			
<b>6</b>	<b>Lettings</b>			
6.1	There are 36 applicants on the waiting list.			
<b>7</b>	<b>Inspections</b>			
7.1	Next year's inspections will be carried out in April 2020.			
<b>8</b>	<b>Treasurer's Report</b>			
8.1	The Treasurer reported that the funds are			
8.2	Current: £9,741.00			
	Savings: £10,0049			
8.3	Of this we require approximately £4,500.00 for Key deposits.			
<b>10</b>	<b>Secretary's Report</b>			
10.1	IS will remain as the Secretary.			
<b>11</b>	<b>Correspondence</b>			
	There was no correspondence at this meeting.			
<b>12</b>	<b>Annual Show</b>			
12.1	<b>Annual Show</b> – It was agreed that next year's Annual Show be held on the 6 <sup>th</sup> September 2020	ALL	06/09/20	
<b>13</b>	<b>Nature Watch</b>			
13.1	SG – Will take this project on.	SG	10/02/19	
13.2	KB – Will ensure that SG has access to the email address BMAAnnaturewatch@gmail.com	KB	10/02/20	
<b>14</b>	<b>Sub Committees</b>			
14.1	<b>Annual Show</b> – it was agreed to set up a Show Sub Committee to look into where things can improve. See separate report			



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15	A.O.B.		
15.1	<b>Painting the Hut</b> – It was agreed that the hut needs redecoration and that a maximum of £200.00 be made available for this. Proposed by BR, seconded by FT and agreed unanimously.	BR/FT	09/03/20
15.2	This will be done before the annual show. It was suggested that a local artist be commissioned to paint one wall in the hut with a piece of original art. SG to get additional quotes	SG	10/02/20
15.3	<b>Decorations for the Container</b> – After much discussion it was agreed to paint the container to stop rust. <b>D.T. Brown Seeds</b> – SH reported that the qualifying amount for this is now £500.00 <b>Kings Seeds</b> – SH reported that she has contacted this company at the request of the Treasurer and we will qualify for a 50% discount as long as our order is in excess of £200.00	ALL	09/03/20
15.4	<b>Seed Discounts</b> – Given the above reports, it was recommended that all members be advised that, until all the orders are in, we will not be able to advise members of the cost of their orders as we will not know the discount given by each company.		
15.5	<b>Planting to the side of the Hut</b> – BR reported that the side of the Hut had been planted with bulbs and tidied up.		
15.6	<b>Burley St Matthias Visits</b> – It was reported that future visits will be made to Burley St Matthias to increase our engagement with the local schools. BR stated that it was hoped next year to increase this to other schools in the area.	TW/EW BR	01/01/20
15.7	<b>Vandalism on Plots</b> – It was reported that there was an increase in vandalism on the Beechwood Crescent side of the allotments and that plot holders should be made aware that, as “Winter is Coming”, we should all be aware that the risk of vandalism will increase and to be more vigilant. FT to send an email advising on this.	FT	11/11/19
15.8	<b>Damage to Wicket Gate</b> – Contact Lynn Rogers at L.C.C. regarding the damage caused to the fence and wicket gate on St Michael’s Lane. This will also include looking at the repairs to the fencing and moving the main gates to a more central position.	KB	10/02/20



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## SUMMARY OF ACTIONS FROM THE LAST MEETING

No	Item	Action By	Due Date
9.1	<b>Solar light</b> – Obtain new light	KB	10/02/20
9.2	<b>Obtaining a defibrillator</b> – Get a quote	HW	10/02/20
10.2	<b>Vacant Secretaries Position</b> – IS to continue in this role.	IS	10/02/20
13.1	<b>Nature Watch</b> – SG intimated she may be interested in this	SG	09/12/19
15.1	<b>Painting Hut</b> – Decorate internally - Obtain a quote for the artwork	SG	09/12/19
15.2	<b>Painting Container</b> – Paint container to stop rust	ALL	09/03/20
15.6	<b>Seed discount/cost of orders</b> – Advise members of costs	SH/FT	01/01/20
15.8	<b>Burley St Mathias Visits</b> – local school visits	EW/TW	10/02/20
15.9	<b>Vandalism on Plots</b> – Send email advising members to be aware	FT	09/12/19
15.10	<b>Damage to Wicket Gate</b> – Contact L.C.C. regarding damage to gate. This also included looking at the repairs to the fencing and moving the main gates to a more central position.	KB	09/12/19

## INSPECTIONS - TABLE OF LETTERS SENT 2020

Month	Letter 1	Letter 2	Letter 3	Letter 4	Letter 5
April					
May					
June					
July					
August					
September					
October					



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## Agenda 10/02/2020

<b>1</b>	<b>Attendance and Apologies</b>			
<b>1.1</b>	<b>Committee</b>			
	<b>Name</b>	<b>✓</b>	<b>Name</b>	<b>✓</b>
	H White (HW)		T Willford (TW)	
	F Turpin (FT)		B Raw (BR)	
	S Hollington (SH)		K Barrett (KB)	
	T Handby (TH)		C Halliwell (CH)	
	E Willford (EW)		Josh Elliff (JE)	
	Sarah Gill (SG)			
<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>Items for the A.G.M.</b>			
<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	We have 15 vacant plots.			
<b>6</b>	<b>Lettings</b>			
6.1	There are currently 36 applicants on the waiting list.			
<b>7</b>	<b>Inspections</b>			
7.1	See Separate table			
<b>8</b>	<b>Treasurers Report</b>			
<b>9.1</b>	<b>Site Improvements</b>			
<b>10</b>	<b>Secretaries Report</b>			
<b>11</b>	<b>Correspondence</b>			
<b>12</b>	<b>Annual Show</b>			
12.1	Next Year's Annual Show will be held on the 6 <sup>th</sup> September 2020			
<b>13</b>	<b>Nature Watch</b>			
<b>14</b>	<b>Sub Committees</b>			
14.1	<b>Annual show – See separate report.</b>			
<b>15</b>	<b>Any Other Business</b>			

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