



# 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> 08/08/2022	<b>Meeting Opened at :- 7.00</b> <b>Meeting Closed at :- 7.54</b>	<b>Location :-</b> <b>Burley Model Allotments</b>
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<b>Present</b>	<b>Initials</b>	<b>Apologies</b>	<b>Initials</b>	<b>Non-Attendees</b>	<b>Initials</b>
Frank Turpin	FT	Helen White	HW		
Tony Handby	TH	Eileen Handby	EH		
Barry Raw	BR	Tom Randles	TR		
Indira Banner	IB	Iain Smith	IS		
Keith Barrett	KB				
Colin Halliwell	CH				
Sue Hollington	SH				
Elaine Wilford	EW				
Jackie Wilson	JW				
Tim Wilford	TW				
<b>Guests Attending</b>					

<b>MINUTES OF COMMITTEE MEETING</b>			
No	Item	Action By	Due Date
<b>1</b>	<b>Apologies and Non-Attendance</b>		
1.1	Helen White, Eileen Handby, Tom Randles and Iain Smith.		
<b>2</b>	<b>Minutes of Last Meeting</b>		
2.1	Proposed as a true record by IB and seconded by FT and agreed unanimously.		
<b>3</b>	<b>Items for the A.G.M.</b>		
3.1	Items to be discussed at the A.G.M.		
3.2	Deposit for Helpers Keys and replacement keys to be increased to £50	All	29/11/22
<b>4</b>	<b>Matters Arising from Last Meeting</b>		
4.1	See summary of actions from the last meeting.		
<b>5</b>	<b>Vacant Plots</b>		
5.1	There are currently no vacant plots. These will be let after all new invoices have been sent out.		
<b>6</b>	<b>Lettings</b>		
6.1	We have a waiting list of 21 applicants.		
<b>7</b>	<b>Inspections</b>		
7.1	Started in April, see separate table of letters sent.		
<b>8</b>	<b>Treasurers Report</b>		
8.1	The Treasurer reported that we have the following in the bank Current £4,303.83 Savings £13,064.63 of this £5,400 is required for key deposits.		
8.2	Transfer of Duties – Elaine and Helen are continuing to meet regarding transferring responsibility for the treasurer roles and the Bank Account transfer details there are problems with the bank.		



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<b>9</b>	<b>Secretary's Report</b>		
9.1	This was not discussed at this meeting.	TR	08/08/22
<b>10</b>	<b>Correspondence</b>		
10.1			
<b>11</b>	<b>Annual Show</b>		
11.1	<b>Show Date</b> – The Annual Show will take place on Sunday September 4th 2022.		
11.2	EW to invite local Cllr to open the show also invite Hollybush and Montessori school.	EW	04/09/22
11.3	The Café will be run the same as last year with the entrance at the rear door and the exit at the front.		
11.4	Additional stalls will be needed for the TH and EH for the Tombola and bag sales.		
11.5	Trophies to be returned to the hut.		
11.6	Judges for jams and pickles EH and Claire		
11.7	Running the Café and raffle CH, KB, IB and JW.		
11.8	Emails – Send all to FT to send out		
11.9	Marquees and hedges – 2 <sup>nd</sup> September		
11.10	Plot Judging – Friday 2 <sup>nd</sup> September		
11.11	Prizes – Contact D.T. Brown and Kings – All provide as many prizes for the raffle and tombola.		
<b>12</b>	<b>Sub Committees</b>		
12.1	There were no subcommittee reports.		
<b>13</b>	<b>A.O.B.</b>		
13.1	<b>Lock and Keys</b> – FT provided samples of the locks and a general discussion was held regarding the subject it was decided to discuss this after the Annual Show.	ALL	12/09/22
13.2	<b>Apple Pressing Afternoon</b> – 17 <sup>th</sup> September	IB/JW/KB/	17/09/22
13.3	<b>Notes for New Members</b> – JW and IB to review and report back	IB/JW	10/10/22
13.4	<b>Date of Next Meeting</b> – The next meeting will be on Monday the 12th September 2022 at 7pm.	JW/IB	10/10/22
13.5		ALL	12/09/22

## SUMMARY OF ACTIONS FROM THE LAST MEETING

No	Item	Action By	Due Date
13.1	<b>Locks and Keys</b> – FT demonstrated 3 types of locks and a complex pricing structure where new barrel and locks would cost £7,584 and new keys only (the locks could be provided for free) would come in at £4,800 After a great deal of discussion it was decided to discuss this after the Annual Show. Everyone thanked FT for all of his hard work and efforts in this exercise.	All	12/09/22
13.4	<b>Notes for new members</b> – To review and report back	JW/IB	10/10/22
13.8	<b>Date of Next Meeting</b> – This will be held on Monday the 12 <sup>th</sup> September 12 <sup>th</sup> 2022 at 7.00 p.m.	ALL	12/09/22



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INSPECTIONS - TABLE OF LETTERS SENT 2022					
Month	Letter 1	Letter 2	Letter 3	Letter 4	Letter 5
April	10				
May	7	2			
June	5	3		2	
July					
August					
September					
October					

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## Agenda 12/09/2022

<b>1</b>	<b>Attendance and Apologies</b>		
<b>1.1</b>	<b>Committee</b>	✓	✓
	C Halliwell (CH)		F Turpin (FT)
	T Handby (TH)		T Willford (TW)
	S Hollington (SH)		I Banner (IB)
	E Willford (EW)		B Raw (BR)
	Jackie Wilson (JW)		K Barrett (KB)
	H White (HW)		E Handby (EH)
	Tom Randles		Iain Smith
<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 to be discussed at the Annual General Meeting</b>		
3.1	Items to be added to the A.G.M Agenda		
3.2	Key Deposit for Helpers increase to £50.00		
<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 2 vacant plots.		
<b>6</b>	<b>Lettings</b>		
6.1	There are currently 21 applicants on the waiting list.		
<b>7</b>	<b>Inspections</b>		
7.1	Will continue in 2022. See table of letters sent.		
<b>8</b>	<b>The Treasurer reported at the last meeting that the funds are</b> Current: £4,303.83 Savings: £13,064.63 Of this we require approximately £5,400.00 for Key deposits.		
<b>9</b>	<b>Secretary's Report</b>		
<b>10</b>	<b>Correspondence</b>		
<b>11</b>	<b>Annual Show</b>		
<b>12</b>	<b>Sub Committees</b>		
<b>13</b>	<b>Any Other Business</b>		
13.1	<b>Annual General Meeting</b>		
<b>14</b>	<b>Date of Next Meeting</b>		

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