



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 08/06/2020	Meeting Opened at :- 19.05 Meeting Closed at :- 19.40	Location :- At Home
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Present	Initials	Apologies	Initials	Non-Attendees	Initials
Keith Barrett	KB			Tony Handby	TH
Helen White	HW			Barry Raw	BR
Frank Turpin	FT			Iain Smith	IS
Colin Halliwell	CH			Sarah Gill	SG
Tim Wilford	EW			Sue Hollington	SH
Elaine Wilford	TW			Josh Elliff	JE

Guests Attending

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MINUTES OF COMMITTEE MEETING

No	Item	Action By	Due Date
1	Apologies and Non-Attendance		
1.1	There were no apologies. This meeting was held on Zoom as such HW to contact members of the committee regarding connectivity. Given the time constraints it was agreed to follow a shortened agenda put forward by KB as a series of questions.	HW	13/07/20
2	Minutes of Last Meeting		
2.1	Proposed as a true record by HW and seconded by TW and agreed unanimously.		
3	Matters Arising from Last Meeting		
3.1	As the last meeting was in March this item was not discussed.		
4	Items For The Annual General Meeting		
4.1	At present there are no items to be brought forward for the A.G.M. in 2020. Although how this could be done was not discussed at this meeting but was brought up.		
5	Coronavirus		
5.1	Should we even be meeting? This was discussed and it was felt that to meet in person was not possible at the moment and would set the wrong example to other plot holders.		
5.2	What to do about people showing symptoms or sharing homes with those who are self isolating? It was felt this was covered by the recent email circulated from L.C.C. on the 7 th June.		
5.3	Do we need to put up posters on gates, in toilets etc.? KB stated he had produced a few posters for the toilets and notice boards. FT to print these.	KB/FT	13/07/20
5.4	What do we do about the next meeting? It was agreed in the short term all meetings should be done online.		
6	Inspections		
6.1	Should we cancel them for the year? After a long discussion regarding this item, it was felt that some form of inspection of all plots on the site should be made. This can be done by 3 people independently checking each roadway to identify plots that are not being worked.	CH/BR/TW	13/07/20
6.2	What do we do about unworked plots? Once again after a great deal of discussion, it was agreed to write to plot holders asking (in a sympathetic manner) if there is a reason why their plot was under cultivated and whether we could offer advice and possibly some form of assistance. TW and EW offered to compose a letter.	EW/TW	13/07/20
8	Site Improvements		
9.1	Obtaining a Defibrillator – HW – working on a quote from the British Heart Foundation. This item was not discussed.		
9.2	Painting Hut – Decorate internally - Obtain a quote for the artwork. It was agreed to defer this item until later in the year.		
9.3	Painting Container – Paint container to stop rust.		



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9.4	<p>It was agreed to defer this item until later in the year.</p> <p>Main Gates and Wicket Gates – Obtain quotes and hire a contractor.</p> <p>It was agreed to go ahead with the replacement of the gates on St Michael's Lane and defer work on the main gate until later in the year.</p>	IS	13/07/20
12	Annual Show		
12.1	<p>Do we hold the Show as planned?</p> <p>After a long debate regarding this, a number of views were expressed. The main ones regarded safety of plot holders, especially with regard to social distancing when staging entries for the show, using the Café, and access to and around show areas. Even if the social distancing guidelines are reduced, a number of plot holders (many of whom are vulnerable) would not be able (or would want) to attend. After all the pros and cons were assessed, it was decided that it would not be safe or practicable to hold an annual show this year. A number of other items were discussed such as a Best Plot competition; again it was felt that judging this could be an issue. It was suggested that plot holders be encouraged to take photos of their own plots during the year (what's left of it) and submit these to be added to the gallery on the website.</p>		
12.2	<p>When do we tell people there is no Show this year?</p> <p>Again this was discussed at some length - whether or not to make the decision to cancel but not tell plot holders in case things change later in the year. KB made the point that even if a vaccine were found tomorrow (which is the only way most people would not apply the social distancing protocols) we would still not be able to be inoculated prior to the show. It was felt that to let people know as early as possible would be seen as a more proactive approach to the situation. EW and TW agreed to compose an email advising plot holders that the show would not go on. This would include an invite for plot holders to submit their photos (at the end of the season) to be added to the website gallery.</p>	EW/TW	13/07/20
15	A.O.B.		
15.1	<p>Grant for "Burley Banksy"</p> <p>KB proposed that our initial offer be increased to £200.00, this was seconded by CH and agreed unanimously.</p>	KB	13/07/20
15.2	<p>Use of Slug Pellets</p> <p>KB had been asked by a plot holder regarding the use of slug pellets particularly those that poison wildlife on the plot. The ones sold in the shop are now organic and KB will advise the plot holder accordingly.</p>	KB	16/07/20
15.3	<p>Children on Plots</p> <p>TW related problems regarding children on the plots and what could be done regarding this. It was agreed that the Committee could do nothing without a written complaint.</p>		
15.4	<p>Date of Next Meeting</p> <p>It was agreed to meet on the 13th July again via Zoom</p>	ALL	13/07/20



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SUMMARY OF ACTIONS FROM THE LAST MEETING			
No	Item	Action By	Due Date
1.1	Apologies and Non-Attendance – The chair to contact those who were unable to attend.	HW	13/07/20
5.3	Posters – Put up general coronavirus posters in the toilets and on the notice boards.	KB/FT	13/07/20
6.1	Inspections – To identify unworked plots	BR/TW/ CH	13/07/20
6.2	Letter to unworked plots – Compose a letter for unworked plots	EW/TW	13/07/20
6.3	Gates – Employ a contractor to replace the wicket gates	IS	13/07/20
12.2	Annual Show email – Compose an email advising the show is cancelled	EW/TW	13/07/20
15.1	Grant for “Burley Banksy” – Increase offer from £50.00 to £200.00	HW	13/07/20
15.4	Date of Next Meeting – This to be done on Zoom	All	13/07/20

Due to the Coronavirus it was agreed that no formal warning letters will be sent out initially but a record of plots identified as unworked will be contacted and recorded.

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 136/07/2020

1	Attendance and Apologies			
1.1	Committee			
	Name	✓	Name	✓
	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)		Iain Smith (IS)	
1.2	Guests Attending			
2	Minutes of last meeting			
2.1	Proposed By _____	Seconded by _____	Unanimous (Yes/No)	
3	Items for the A.G.M.			
4	Matters Arising			
4.1	See summary of actions from last meeting.			
5	Vacant Plots			
5.1	We have 0 vacant plots.			
6	Lettings			
6.1	There are currently 9 applicants on the waiting list.			
7	Inspections			
7.1	02/04/20 See table.			
8	The Treasurer reported that the funds as of 09/03/20			
	Current: £7161.48			
	Savings: £13052.33			
	Of this we require approximately £5,000.00 for Key deposits.			
9	Site Improvements			
9.1	Obtaining a Defibrillator – Get a quote from British Heart Foundation			
9.2	Painting Hut – Decorate internally - Obtain a quote for the artwork			
9.3	Painting Container – Paint container to stop rust.			
9.4	Main Gates and Wicket Gates – Obtain quotes and hire a contractor. Review with IS			
10	Secretary's Report			
11	Correspondence			
12	Annual Show			
12.1	This year's Annual Show will be Cancelled			
13	Nature Watch			
13.1	Obtain bird boxes, hedgehog homes and butterfly gardens.			
14	Sub Committees			
14.1	Annual show – See separate report.			
15	Any Other Business			