



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 11/04/2022	Meeting Opened at :- 7.00 Meeting Closed at :- 8.10	Location :- Burley Model Allotments
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Present	Initials	Apologies	Initials	Non-Attendees	Initials
Frank Turpin	FT	Helen White	HW		
Tim Wilford	TW	Eileen Handby	EH		
Tony Handby	TH	Colin Halliwell	CH		
Barry Raw	BR	Tom Randles	TR		
Elaine Wilford	EW	Sue Hollington	SH		
Jackie Wilson	JW	Iain Smith	IS		
Indira Banner	IB				
Keith Barrett	KB				
Guests Attending					

MINUTES OF COMMITTEE MEETING			
No	Item	Action By	Due Date
1	Apologies and Non-Attendance		
1.1	Helen White, Eileen Handby, Colin Halliwell, Tom Randles, Sue Hollington and Iain Smith.		
2	Minutes of Last Meeting		
2.1	Proposed as a true record by BR and seconded by TW and agreed unanimously.		
3	Items for the A.G.M.		
3.1	Items to be discussed at the A.G.M.		
3.2	Deposit for Helpers Keys to be increased to £50	All	29/11/22
4	Matters Arising from Last Meeting		
4.1	See summary of actions from the last meeting.		
5	Vacant Plots		
5.1	There are currently 0 vacant plots. One plot is under review and may be given up next month.		
5.2	Plot 92b is due to become vacant in the next month as is 61a and 29a after a lot of discussion it was agreed to merge all these plots together again.		
6	Lettings		
6.1	We have a waiting list of under 20 applicants.		
7	Inspections		
7.1	Started in April, see separate list of letters sent.		
8	Treasurers Report		
8.1	The Treasurer reported that we have the following in the bank Current £5,211.59 Savings £13,063.54 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, some new codes are required for bank transfers.		



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9	Secretary's Report		
9.1	No report was presented to the meeting.		
10	Correspondence		
10.1	Plot 32 – The plot holders has asked to put up a greenhouse on the plot. It was agreed by all that the structure may be put up on in line with the rules of the association. FT to advise.	FT	09/05/22
11	Annual Show		
11.1	Show Date – The Annual Show will take place on Sunday September 4th 2022		
11.2	Show Item – A discussion ensued regarding Item 22 in the schedule it was agreed to keep this as is.		
12	Sub Committees		
12.1	There were no subcommittee reports.		
13	A.O.B.		
13.1	Plant Sales – It was agreed to send out an email reminding plot holders of the dates 28 th May and the 25 th June	FT	09/05/22
13.2	Helpers Keys – It was agreed to put up the Deposit to £50 and to take this to the AGM	ALL	29/11/22
13.3	Trees on the Railway Side – It was agreed to set up a working party on Wednesday 20 rd April at 9.30 a.m.	ALL	20/04/22
13.4	Website Development – KB asked for money to develop the website to make it easier to upload photos to the site. FT proposed a limit up to £500.00 this was seconded by BR and agreed unanimously.	KB	09/05/22
13.5	Repairs to Lockers on Railway side – To review and report back	BR TW	09/05/22
13.6	Electricity Costs – To review costs and report back	IB	09/05/22
13.7	Visit to Nursery – Report on children's visit	EW TW	09/05/22
13.8	School Visits – Visits to local schools ongoing with a visit to Kirkstall Valley who requested some help with bags of compost this was agreed unanimously.	BR	09/05/22
13.9	Membership list – There was a discussion regarding the Membership List it was agreed that a copy will be provided for the treasurer	FT	09/05/22
13.10	Date of Next Meeting – The next meeting will be on Monday the 9th April 2022 at 7pm.	ALL	09/05/22



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SUMMARY OF ACTIONS FROM THE LAST MEETING			
No	Item	Action By	Due Date
4.2	Lock and Keys – Apply to Wades for grant	IS	09/05/22
10.1	Greenhouse Application – Advise plot holder permission granted	FT	09/05/22
13.1	Plant Sales – Send email advertising events	FT	09/05/22
13.2	Helpers Key Deposit – Increase to £50 and take to the AGM	ALL	29/11/22
13.3	Trees on railway side – Arrange working Party	ALL	20/04/22
13.4	Website Development – To enable photos to be uploaded easier	KB	09/05/22
13.5	Repairs to Lockers on Railway side – Review and report back	BR TW	09/05/22
13.6	Electricity Cost – IB to review costs of energy providers	IB	09/05/22
13.7	Help for local Nursery – To review and report back.	EH/TH	09/05/22
13.8	School Visits – To arrange visit and supplies for Kirkstall Valley	BR	09/05/22
13.9	Membership List – To provide a copy for the Treasurer	FT	09/05/22
13.10	Date of Next Meeting – This will be held on Monday the 9 th April 2022 at 7.00 p.m.	ALL	09/05/22

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



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Agenda 11/04/2022

1	Attendance and Apologies		
1.1	Committee	✓	✓
	C Halliwell (CH)		F Turpin (FT)
	T Handby (TH)		T Willford (TW)
	S Hollington (SH)		Indira Banner (IB)
	E Willford (EW)		B Raw (BR)
	Jackie Wilson (JW)		K Barrett (KB)
	H White (HW)		E Handby (EH)
	Tom Randles		Iain Smith
1.2	Guests Attending		
2	Minutes of last meeting		
2.1	Proposed By	Seconded by	Unanimous (Yes/No)
3	Items to be discussed at the Annual General Meeting		
3.1	Items to be added to the A.G.M Agenda		
3.2	Key Deposit for Helpers increase to £50.00		
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 under 20 applicants on the waiting list.		
7	Inspections		
7.1	Will continue in 2022.		
8	The Treasurer reported at the last meeting that the funds are Current: £5,211.59 Savings: £13,063.54 Of this we require approximately £5,400.00 for Key deposits.		
9	Secretary's Report		
10	Correspondence		
11	Annual Show		
12	Sub Committees		
13	Any Other Business		
14	Date of Next Meeting		