

Bidford On Avon Allotment Association

Allotment Committee meeting 6th September 2023, held at Bidford Allotments Community Plot

Attendees: Kirsty, Jackie, Wayne, Phil

Apologies: Paul, April

Previous minutes

No questions

1. Treasurer's report:

- a) Bank statement: £2,461.61
- b) Rent outstanding: £25.50 (one plot holder)
- c) Payments due to Parish Council: £91.15
- d) Costs to allotment: £0
- e) Deposits held: £1375
- f) Association monies: £995.46

Two recent leavers will not have deposits returned.

Rent letters will be sent out mid-September (to include AGM notice).

2. Allocation status and tenancies

Waiting list: 10

Vacant to allocate: 3

1 termination request received this week (not included above)

3. Tenant Issues

One non-payer to receive final notice of 7 days.

ACTION: Kirsty

Three tenants to be written to regarding downsizing.

ACTION: Phil

4. Plot inspections:

Four plots are under-utilised. Committee members are in the process of following up letter and discussing with the tenants as necessary.

One tenant to be sent 30 day notice letter

One tenant recently allocated will be spoken with to give another month to see work being started on the plot.

5. Site Maintenance

Taps fixed by Phil and Wayne.

6. Security:

The drawdown request for one solar CCTV kit was approved by PC, along with permission for a further kit if it is found to be effective. The first kit has been ordered with delivery imminent.

Signage proof has been received, awaiting pricing .

7. Questionnaire

Due to other commitments the results analysis is not yet completed.

8. Community Plot

Over the winter the plot will be kept in hand and the shed moved. Plans for layout will be finalised and time permitting worked on.

9. Next Inspection & Meeting:

Inspection - Sunday 1st October. Meeting – Monday 2nd October
Finalise AGM preparation and reports.

AGM is set for Monday 23rd October 2023, 1900hrs at The Parish Room. Notices will be posted on boards in good time. Notice to tenants will be sent with the rent letters.

AOB:

Minutes upload to website will be reviewed and organised as needed.