

Bidford On Avon Allotment Association

Allotment Committee meeting 2nd October 2023, held at Bidford Library

Attendees: April, Kirsty, Jackie, Wayne

Apologies: Paul

Due to small attendance and one committee member having only a short time not all agenda items were covered. Meeting was quorate for the items minuted.

Previous minutes

No questions

1. Treasurer's report:

- a) Bank statement: £2868.39
- b) Rent outstanding: £439.02 (all new rent period)
- c) Payments due to Parish Council: £396.28
- d) Costs to allotment: £31 (NSALG renewal)
- e) Deposits held: £1375
- f) Association monies: £1097.11

All rents due to 30/09/23 are paid.

NSALG renewed.

Rent letters have been sent and payments are arriving.

2. Allocation status and tenancies

No report.

One tenant has advised they will not renew.

A discussion around moving plots to new tenants quicker and finding a way to make sure new tenants understand what working an allotment entails. Handing over a clean plot needs a lot of committee time to prep and gives a false impression of what the plot will look like if not maintained

It was agreed where possible allocations will not be delayed to clean a plot. Rubbish will be removed by the tenant prior to handback or deposit held. Photos and notes to be taken when allocating plot and used as a benchmark to assess standard at handback; plots returned in a much worse state will have deposit held. Prospective tenants will be shown the plot (or plots) available and types of weeds, soil conditions etc talked through to ensure the tenant has an understanding the allocation.

AGREED: Plots will no longer be cleared unless the condition need remedial action prior to offering.

ACTION: JW to create draft handover sheet for consideration and comments. To be on next agenda for adoption.

AW suggested possibility of offering 'lessons' aimed at education on types of weed, cultivation, propagation etc. This to be looked at further by the new committee.

3. Tenant Issues

No formal report.

Three tenants to be spoken with regarding downsizing due to lack of cultivation throughout this year.

WG agreed he and PW would speak with two tenants.

KB agreed (with another committee member) to speak with one tenant.

Upsize/downsize/move requests were briefly discussed. It was suggested a checklist be used to evaluate the current plot to assist committee decision on allowing such a move.

AGREED: JW to produce a draft handover sheet for consideration and comments. To be on next agenda for adoption.

4. Plot inspections:

Inspection 1st October was cancelled due to unavailability of sufficient committee members.

5. Site Maintenance

No report.

6. Security:

The solar CCTV kit has arrived. Having considered the siting of the panel further it was agreed this will require a metal post and would be best put along the cemetery drive in a position that gives the most coverage possible of the drive and allotments across towards the back track.

ACTION: WG will work out what materials will be needed.

ACTION: JW will update PC on siting decision and ask for input on location.