

Boniface Allotments Association

Committee meeting

Minutes of the meeting held on 29th September at 19.30 in the Council Offices

Present: Mrs Sandra Chalton, Ms Anita Munson, Mr Bill Parr (acting Chairperson), Mrs Maggie Stewart, Ms Anne Sweetman, Ms Penni Tearle.

1. **Apologies:** Mr Alan Bellamy (arrived during the meeting)

2. **Minutes of the meeting on 18th August.** Accepted and signed.

3. Matters arising

- a) **Noticeboards:** It was reported that these will be set up as soon as possible, but currently there is a delay because of a problem in acquiring the necessary specialist 'tool' needed to erect the boards.
- b) **Tree planting on Barnfield site:** Letters have been prepared to go to allotment holders; these will go into the mailing due to be posted in the next few days. *Action: Anita to check date of mailing*

4. Town Council General Purpose Committee meeting:

a) Report from GPC meeting 02.09.08

- i. It was reported that generally speaking the plots were felt to be better maintained now than a year ago.
- ii. Now a key plot had been vacated at Exhibition Road, part of it would be left free for deliveries etc.
- iii. The tree planting idea had been well received, though the matter of maintenance was raised now the area would be less suitable for conventional mowing. It was noted that both a mower and strimmer were used on the sites so this should not pose a problem.
- iv. The poor state of the large gate providing vehicle access to the Barnfield site was raised. The Council agreed to look into it.
- v. A problem on the Barnfield site was noted, where a local resident whose garden backed onto one of the plots had left quantities of unwanted soil on the bottom of one of the plots. The Council had spoken to the resident and mended the fence which had been broken to get access, but the soil still remained, having simply been moved to a neighboring plot.
- vi. Bills would be sent on September 30th. Contracts would be unchanged except for the billing date. The committee meeting discussed this and agreed that it would review the contract and if appropriate suggest changes before the next one was drawn up in a year's time.

- b) **BAA attendance at GPC:** It was agreed it was a good plan to have a rota, or some agreement for attendance by committee members at GPC, so someone was present at every meeting. Offers/agreements made included:

October 7th: Sandra/Penni

November 4th Alan

December 2nd Maggie (it was not clear if a meeting would be held in December)

Jan 6th:

Anita

5. Action plan for uncultivated allotments: draft letters

Anita and Maggie both presented a re-draft of the proposed initial letter. It was agreed both were improvements, and some edits were agreed to produce a letter which was a combination of the two. The importance of ensuring the wording was in line with that in the contracts was stressed. No edits were proposed for the follow up letter circulated at the previous meeting. It was also made clear these letters were from the Association, hence they simply expressed concern about the state of a plot but did not interfere directly with the contract between tenant and Council. It was anticipated this would be undertaken by Council in a further letter. The initial letter would be signed by the Chair of the Allotment Association, and the address at the top of the letter would be Boniface Allotment Association at the Town Council address. *Action: Anita to implement edits and email to Penni. Both letters then to be offered to Town Council for their information/approval.*

This led to discussion regarding vacant allotments, and it was noted that a number of people on the waiting list no longer wanted allotments. More specifically Alan reported that 5 people at the top of the Exhibition Road list had no longer wanted an allotment. This meant it was not clear how many people there were on a 'realistic' waiting list.

6. Planning the AGM.

The format would be:

- Presentation of the annual 'Floral Crediton' awards: Tony Connell/ Mayor
- Gardener's question time: Panel comprising Alan Bellamy, Bert Jewell and Maggie Stewart
- Break for tea/coffee and biscuits (*Action: Maggie to purchase milk, sugar, biscuits etc*)
- AGM: to include an item inviting and encouraging discussion regarding uncultivated allotments and appropriate action (*Penni to draw up agenda*)

It was agreed that it would be appropriate to invite people on the waiting list to attend.

7. **Newsletter:** The first draft of a Newsletter was circulated, but it was agreed given the timescale and letter about tree planting already included, there would not be a newsletter in this mailing.

8. Any other business

- a. Alan raised the question as to whether the allotments were formally registered. The meeting felt it important to take necessary steps to check this and address if necessary. *Action: Alan to contact Town Council and establish the position. If one or all of the sites is not registered then the Allotment Association would write a formal letter to the Council asking for action.*
- b. The question of whether or not greenhouses were allowed was raised. *Action: to ask the Town Council and act according to the outcome.*

9. **Date of next committee meeting** was set for Monday 17th November 2008.

Action: To book the Council Chambers (Secretary).

The meeting closed at 21.00