



## SACRISTON PARISH ALLOTMENT ASSOCIATION

### Minutes of the meeting held on Monday 6<sup>th</sup> March 2023 at 6.30 pm The Fulforth Centre

**Present:** Cllr J Barrett, Cllr R Sharp Cllr D Robson, Cllr G Ludlow, Cllr E Waldock, and Miss C. Wilson (Clerk)

**Apologies:** Cllr H. Dixon (Chair) and Cllr R Harrison

#### Item No:

1.	<b>Introductions and Apologies</b>	<p>In the Chairs absence, Cllr Ludlow opened the meeting at 6.30 pm and welcomed everyone.</p> <p>Apologies received and accepted from Cllr H Dixon and Cllr R Harrison.</p>
2.	<b>Previous meeting minutes</b>	<p>Previous minutes 6<sup>th</sup> February 2023 were accepted and signed as a true record.</p>
3.	<b>Matters Arising</b>	<p><b><u>Animal Feed invoice</u></b> An invoice has been received from Thompson regarding the purchase of animal fee.</p> <p><b>RESOLVED</b> The clerk is to contact Thompsons to advise this is no longer required.</p> <p><b><u>DH14</u></b> There are still 3 fridges that require removal from the shed.</p> <p><b>RESOLVED</b> The clerk is to contact DCC to see if these can be booked in with the bulk waste collection.</p> <p><b><u>Rent Collection Dates</u></b> The rent is to be collected on 8<sup>th</sup> and 14<sup>th</sup> March. The clerk asked if there would be any volunteers to attend the dates.</p> <p><b>RESOLVED</b> Cllr's Ludlow, Barrett, Sharp, and Waldock will attend on 8<sup>th</sup>, and Cllr's Sharp, Ludlow, and Waldock to attend on 14<sup>th</sup>.</p>
4.	<b>Gates / Boundary Fence</b>	<p>Nothing to report.</p>

5.	<b>Treasurer's Report</b>	<p>There is £480 in gate key deposits.</p> <p>There has been no bank statement received however, the clerk is of the opinion that there has been no change to the bank since the AGM and there is £1194.56.</p> <p>The clerk is in the process of getting the bank account changed into her name so she has access to the account.</p> <p>The clerk made the meeting aware that once rent is collected, we do owe Mr. Metcalfe £264 for his payment towards the public liability insurance money and also £20 for the return of a gate key deposit.</p> <p><b>Public Liability Insurance</b></p> <p>The Clerk informed the meeting that there had been a few plot holders missed when attending them to the insurance so this needs updating. The Clerk informed the meeting how difficult this process is as the PLI is collected in March and the renewal process takes place in November. The Allotment Association is then always having to pay some of the PLI monies in advance. This may need looking into at a later date to see if there is anything to make the process easier.</p>							
6.	<b>Matters raised by plot holders</b>	<p>Plot B9 has now informed they no longer require a joint tenancy.</p> <p>Plot A9 has raised an issue with the fence leaning over into their plot which is from B10. The clerk has inspected the fence and it is a section towards the bottom of B10 that is leaning over.</p> <p><b>RESOLVED</b></p> <p>The clerk is to contact the plot holder of B10 and ask them to repair the fence.</p> <p>The allotment fence which backs onto Springside has fallen over again. The clerk has again been to inspect and it currently leaning up against the other fence. The property which backs onto the allotment still has a fence surrounding their garden and so the garden is secure.</p> <p><b>RESOLVED</b></p> <p>At present, there is no one available to repair the fence and this will have to be put on hold.</p>							
7.	<b>Vacant Allotments and Waiting list</b>	<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2" data-bbox="528 1861 1043 1939"><b>Vacant Allotments</b></th> <th data-bbox="1043 1861 1437 1939"><b>Waiting List</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="528 1939 711 1991">CL</td> <td data-bbox="711 1939 1043 1991">5</td> <td data-bbox="1043 1939 1437 1991">5</td> </tr> </tbody> </table>		<b>Vacant Allotments</b>		<b>Waiting List</b>	CL	5	5
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		DH	1	2
		<p>DH4 – the Clerk and Cllr Sharp have inspected the plot. The plot has a lot of rubbish left over which will require removal. The clerk also suggested that the plot be split into two as it is quite a big plot. Cllr Sharp advised that she was not in agreement with this as there were concerns regarding extra traffic at the site. It was discussed, that this was currently happening at Cross Lane and other members did not see an issue with the plots being split as they become vacant so plots are more manageable.</p> <p><b>RESOLVED</b> The clerk is to contact the two people on the waiting list for Daisy Hill and ask if they would like to share the plot. It was agreed that one gate would be kept, and they would have to share. The clerk to contact the rubbish removal company to see what the cost of clearing the site would be.</p>		
8.	<b>Representative Reports</b>	<p><b>Cross Lane Allotments</b></p> <ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul> <p><b>Daisy Hill Allotments</b></p> <ul style="list-style-type: none"> <li>• Noticeboards at Daisy Hill require renewing. The clerk also confirmed that she had put some information up and one of them is of no use at all. The clerk suggested that we ask Woodshed Workshop if they can make us one and what the cost would be.</li> <li>• There is concern that there has been some asbestos sheeting found on plot DH14 and possibly some in the orchard.</li> </ul> <p><b>RESOLVED</b> The clerk is to contact Woodshed Workshop. The clerk is to see if she can find someone who is able to remove the asbestos from the site and dispose of it correctly.</p>		
9.	<b>Applications for Buildings</b>	<p>Plot B7 – requested permission for a polytunnel in the far right-hand corner and has provided a plan.</p> <p><b>RESOLVED</b> Members agreed.</p>		
10.	<b>Date of next meeting</b>	<p>Next meeting is to be held on Monday 3<sup>rd</sup> April 2023 at 6.30pm</p> <p>Meeting closed at 6.57 pm</p>		

Agreed and signed by Chair of Allotment Association..... Date .....