Attendees:

Jacky Stennett (**JS**) Chair, Dave Stennett (**DS**) Treasurer, Isabel Horn **IH** (Sec.), Dave & Margie Wignall, John Horn, Shirley Horn, Derrick Walls, Neil Cartmell, Sarah Mather, Gail Blackburn, Peter Eccles, Alison Penistone, Kathlyn Stevens, Michelle Canham, Ruth Coope, Elizabeth & Alan Westhead, Paulette Goldstone, Mica Goldstone, Dave & Lesley Roberts, Jeff & Margaret Brayshaw, Janet Smith, Chaz Perkins

**JS** opened the meeting at 13:00hrs and welcomed all.

**Apologies**

Stuart Gibson, Christine Penistone, Bernie and Albert O’Hara

**Minutes of previous meeting** 27/09/2015 were accepted without amendment by the meeting.

**Matters arising** from previous meeting

Meeting room fire and flue have been installed and is now waiting final testing and ‘sign off’. Hopefully this will be completed within a couple of weeks.

It had been agreed at the previous meeting to go ahead with the Solar Panel project. Evident to all is the progress Neil has made. Light fittings, switches, fuses and wiring in place.

Work progresses with thanks to Neil.

Assistance will be required in digging a trench between the tea room and container - volunteers?

Thanks also to DS for constructing the ‘roof like’ structure outside. It is to be used for the solar panels. It will be placed on top of the container to hold the panels at the correct angle to the sun - a position for summer, and one for winter.

Cost to date of this project is £2426.92.

JS reminded the meeting that Shaun Keane had obtained, from the Ambulance service, a defibrillator. It is simple to use and needs to be located in a secure but accessible location. Hence it is located in the tearoom. JS did state that the Ambulance Service would need access to the defibrillator. The code lock outside the tearoom contains the key for the tea room and JS reminded all of the code. [**Sec. Note** – If you are unaware of the code for the lock then do ask any of the committee]

After a discussion, it was decided that if the emergency services required access to the defibrillator, then a plot holder would already be on site and would then provide access to the tearoom and defibrillator.

**Chairperson’s report**

JS. Not a great deal to report.

With the amount of rain during the previous few months, it was surprising to see that the site is OK. Thanks to the drainage and the hard work in getting it installed.

**Site report**

JS - The toilet has water building up within the tank. It is suspected that this is due to surface water seepage into the tank. DS proposes a pipe is dug in to the nearby field drain to reduce the surface water seeping into the tank.

The tank would then be pumped out. This was pumped out eighteen months ago when the toilet was ‘filling’ up, due to items (other than the organic type!) being dropped in – these included – pop bottles, sun hat, sticks, toys…

JS asked that children be made aware of what should and should not be put down the toilet.

JS thanked Phyllis who keeps the toilet clean for all our benefit.

Plot rents are now due and are being distributed by DS.

2 people have decided to give up their plots. We still have 50 on the waiting list and hence the list will remain closed until the list is much smaller.

**Secretary’s report**

IH – No items to report.

**Treasurers Report**

DS distributed his account summary report.

We are holding our own with the accounts and are in a similar financial position to this time last year.

A question had been asked regarding the ‘Association Membership’ item on the invoices and why do we have to pay this item?

Half of the membership item pays for the National Membership. Our insurance is through the National and you have to be a member to obtain this. Any remainder goes towards Association costs e.g. Paper, ink, loo rolls etc.

DS asked the members if they wished for this item to be included on their invoice. The show of hands was unanimous in favour to continue.

£600 had been returned to members from the saving made on the water bill.

The water charges on the invoices this year are the same as last year. Hopefully, savings can be made again this year.

The accounts and figures are available to any member who wishes to inspect them.

**AOB**

DS raised the issue of the exposed joists in the tea room. He proposed adding insulation and finish, leaving the roof windows clear. When asked if this would make it darker, DS said that by painting the ceiling white, it would make it brighter.

Estimated cost would be £300 – 400.

It was suggested that estimates be obtained. The meeting felt that this work should proceed without the estimates as it would allow for completion of the room.

DS reported that the walls at the rear of the tea room were rather damp. Not having a cavity - a solid wall - it was thought that the amount of rain was making the brickwork damp. This was evident as Neil was drilling the walls for the electrics, there was a lack of dust produced, just a ‘paste’ instead.

It was proposed that, in the warmer weather, the exterior back wall be painted with a waterproofing paint.

**Next meeting. Sunday 20th March 2016, 1pm at the Allotment tea rooms.**

This will be advertised on the main gates.

JS then closed the meeting thanking all for attending.

JS then opened the AGM (Annual General Meeting) of the Association.

It was at this point, the Association committee members then all stepped down from their posts.

Nominations for membership of the Association committee had been requested and the following nominations received.

Jacky Stennett - Chairperson

Dave Stennett - Treasurer

Dave Wignall - Committee – website & Meeting minutes

Sarah Mather - Committee

Elizabeth Westhead - Committee

Peter Eccles - Committee

Jo Eccles - Committee

Isabel Horn - Committee

No nominations had been received for the role of Secretary

A vote then took place for the above nominations.

Each of the above nominations was accepted unanimously by the meeting.

JS informed the meeting that both herself, as Chairperson and DS as Treasurer, this would be the final year they will be standing for Chair and Treasurer respectively. JS stated that she had been Chair for ten years and felt that it was enough and hoped that someone would consider next year taking on the Chair role.

Full support would be available from her and Dave for the roles, adding that the Association accounts were on the computer, making the work much easier than when Dave took it on.

JS then urged those attending to consider the vacant role of secretary.

A question was asked regarding how much time was required for the role and what was involved.

Isabel replied that the role required 3 or 4 hours a week – sending out notices, liasing/supporting with chairperson, treasurer and other committee members, attending any Council meetings we had to attend, making any changes to rules & regulations of the Association. A key role is managing emails, these needed dealing with daily.

Isabel agreed she would be available to fully support the new secretary and that the role is currently ‘going smoothly’. There would be no need to attend the site on a daily basis.

A question was asked if the Association provided a laptop/computer for any of the committee roles. JS replied that they would have to have their own computer and printer.

Ruth Coope then stated she would consider the secretary role, but needed to ask a number of questions first.

The meeting voted to accept Ruth to the position of secretary in anticipation of her acceptance of the role following her deliberations.

Gail proposed a vote of thanks to all the committee members for all their hard work during the previous 12 months.

The meeting closed at 1340hrs.

**Next meeting. Sunday 20th March 2016, 1pm at the allotment tea rooms.**