**Attendees**

Jacky Stennett (**JS**) Chair, Dave Stennett (**DS**) Treasurer, Dave Wignall, Sarah Mather, Peter Eccles, Liz & Alan Westhead, Gail Blackburn, Derrick Walls, Albert Mottershead, Jon & Danni Baugh, Katie Nickson, Neil Cartmell, Margaret & Geoff Brayshaw, Alison & Christine Penistone, John & Isabel Horn, Coral Horn, Albert & Bernie O’Hara, Shaun Keane, John Bishop, Mica & Paulette Goldstone.

**JS** opened the meeting at 13:30hrs by welcoming all to the meeting and explained that after this meeting we will proceed with the AGM.

**Apologies**

Dianne Tew & Chris Thompson, Phyllis Duffy, Adam Mather, Jane Keane, Shirley Horn, Beverley Craven, Kryztof & Anna Warzecha

**Minutes of previous meeting**

30/10/2016 minutes were accepted by the meeting.

**Matters arising** from previous meeting

JS reported that she and DS had attended the burial of Stuart Gibson (plot 26) at Carleton Cemetery on 3rd November and handed a cheque, as the LPAA donation to Trinity Hospice, to the funeral director.

Toilet – WooWoo had rung DS twice this month. The first was a ‘customer care’ call which was to learn what issues we had had with the toilet since its installation and to inform us that they were considering offering a maintenance service and was it something that we would consider?

The second call from them was to explain that they had not forgotten us but had been very busy on a large contract and hoped to be with us soon.

The water course (dyke) and large Willow tree. – Having spoken again to Dianne Farley (Council contact) and was informed that the gentleman responsible for dealing with the water course had just returned from being off sick. He was currently only working 2 days a week but, was aware of the issue with the water course onsite.

Site security – This was discussed at the previous meeting where we reported on the three quotes we had received. That meeting decided to defer a decision to a future meeting.

With so many here today, we do need to make a decision on the quotes received and as detailed in our previous minutes.

JS went on to summarise the quotes received, adding that Richard (plot 34) who works at British Aerospace and deals with site security, was of a similar opinion to the chap that gave us the third quote, that for the expense, it was not worth it and very difficult to do.

But the decision is up to this meeting. With no questions raised, it was decided not to pursue this as a solution to our site security.

At the previous meeting it was suggested by a plot-holder that behind midden three, was a likely entry/exit route. JS informed the meeting that she had now applied a coat of anti-vandal paint to the fencing behind and to the top of midden there and strategically placed some bramble in that area and hoped that this would add to site security. As an additional deterrent perhaps we could plant some thorny bushes at the end of the road/ginnels but these tend to be expensive and slow growing.

Bernie suggested that a prolific rambling Rose would serve a similar purpose.

Bonfire Night – The report from those attending considered it an excellent event. The BBQ and Bert’s curry went very well and we managed to burn a great deal of rubbish from the site.

A question was asked if we made any money from the event.

DS replied that the event cost us. But, we did get rid of a great deal of rubbish from the site.

DS reported that costs were…

£99 – fireworks

£26 – Food

£11 – Paraffin

We did receive £34.54p in donations from those attending.

Voting – This has been the subject of much discussion over the previous months and some heated debates. It does seem to stem from the wording of our Constitution.

One of the first tasks of the new committee will be a review of our Constitution and Rules.

**Chairperson’s report**

On 2nd November, JS & DS attended an Open Spaces meeting at Jubilee Gardens, representing the allotment.

It is a good opportunity for networking as they did meet with Head of Parks Department and Dianne Farley.

JS attended the Friends of Kingscote Park meeting on 21 November. Again, this is a good opportunity for networking.

JS had collated the King’s seed order and posted them off. With the commission, we have made £21 for the LPAA.

**Site Report**

Plot 26 – After cutting back the trees and bushes on this plot, we have found that six of the Beech Trees we had planted to form a screen to the front of the site, had died.

Whilst we would like to replace them with some six foot trees, these were more expensive and subject to availability. This is the ideal time for planting trees, but we will have to wait until the roots from the bushes have been removed. Derrick has been working hard to remove these roots. Thank you Derrick.

The biggest root to remove is the Willow which is large and rotten. We will have to apply a killer to it to ensure that it does not ‘sucker up’ again.

The plot is one of the largest onsite and considered too large for one tenant. So we will be splitting it into two plots. A dividing fence will be erected from the materials on the plot.

With 22 people on the waiting list, this plot may be the ideal solution for the disabled chap at the top of the list, who, as a wheelchair user, may find this plot more accessible.

Part of the Willow, by the dyke, has fallen, fortunately not causing damage. JS & DS visited Dianne Farley to report the problem and again raise concern – and request action be taken due to the dangerous state of the remaining part of the Willow. Unfortunately the only remaining ‘tree gang’ at the Council were very busy but were aware of the problem.

The final plot inspection of the year took place last Sunday. Two plots did raise concern and emails have been sent to those tenants warning that action must be taken prior to the first inspection of 2017 otherwise a cultivation notice will be issued.

**Secretary’s Report**

No secretary in place to report.

**Treasurer’s Report**

DS distributed his monthly report.

£7364.81 in the bank, £95.09 cash in hand.

Seed order and Bonfire night reported above.

Miscellaneous items this month include…

Seed order, Bonfire night, NSALG membership, Hot-pot for today and £24.95 for the website.

Water costs this year £1082.55 which could give plots, depending on the size, a rebate of about £10 next year.

The water to the site has been turned off for the winter.

Derrick let the meeting know that he will keep the bath on plot 35 full, if water was required this winter.

John Horn (JH) asked the treasurer, that as this was the AGM, and according to our Constitution, audited accounts should be available at the AGM. Are they available?

DS replied that the notice that the accounts had been audited was on the notice board.

JH stated that was for 2015-2016 period.

DS stated that the accounting period was from April to March and we were not at the end of the financial year.

JH reiterated that the Constitution states that the audited accounts should be available at this, the AGM.

JH also stated that he had raised the question of audited accounts at the September meeting and this had not been included in those minutes. As he was absent from the October meeting, he was unable to follow this up.

Bernie O’Hara added that she agreed with JH that the audited accounts should be available at the AGM, not only because our Constitution states that, but, for any newly appointed treasurer, appointed at the AGM, then there is a clear point for any change of treasurer.

Other comments made by those attending included:-

A church group they were a member of held their AGM in November, but their financial year ended in December. Hence audited accounts were not available for their AGM.

Did it matter that at the AGM there was £7000 reported in the accounts and if a new treasurer took over, and then the starting figure is £7000. There would still only be £7000 in the bank.

If the Constitution states that the audited accounts should be available at the AGM, then we should adhere to the rules or vote to change the rules or the date of the AGM.

Isabel Horn added that this clause is also in the Self-Management Agreement and the Council expect us to adhere to the rules.

JH added that this was the reason for him raising this issue.

JS drew the meeting to order and stated that the issue of audited accounts being available at the AGM had never been raised before and we have the opportunity to change the rules to meet our requirements.

It was pointed out that as the Self-Management Agreement and Constitution are the rules the Council expect us to meet, then we must comply.

DS stated that when we were under the Federation, they insisted that the accounts align with the financial year ending in March, and this has been continued.

JS stated that it was now obvious that this had been overlooked for the past four years without raising concern.

JS then drew attention that, as this was the AGM, there was one nomination for the post of treasurer, Bernie, and then what would Bernie prefer?

Bernie replied that in order to make the change of treasurer clear, she would prefer the accounts were audited.

DS agreed to contact the auditor and pass him the accounts.

Albert O’Hara suggested that perhaps it was time to move to a new independent auditor.

It was pointed out that the current auditor was independent of LPAA.

After further discussions it was agreed that the current auditor is approached to audit the books and if the new treasurer wishes to seek a new auditor, then they can propose a new one for consideration by the LPAA.

DS then pointed out that the current auditor is experienced, professional and charges £25, assuring the meeting that he was not doing the books at ‘mates rates’ and was included as a separate line in the accounts.

The meeting was shocked at the cost having expected charges in the £100’s.

**AOB**

No other items raised.

**Date of next meeting - TBA**

JS closed the meeting at 14:10hrs

JS then opened the LPAA AGM part of the meeting.

JS explained that at this point in the AGM, all the elected officers of the LPAA ‘stand down’ and the Association members vote in a new committee.

Nominations to become part of the LPAA committee closed on the 13 November 2016 and a list of the nominees had been emailed to all members.

Nominations…

Chairperson Sarah Mather

Secretary Isabel Horn

Treasurer Bernie O’Hara

Committee members

David Wignall

David Stennett

Jacky Stennett

Peter Eccles

Elizabeth Westhead

Albert Mottershead

Adam Mather

Katie Nickson

John Horn asked if all nominees were Association members and had each paid the membership fee?

JS confirmed that each nominee was a member and the appropriate membership fee had been paid.

JS expressed thanks to Sarah, Isabel & Bernie in standing for the posts and without these posts filled we would not exist as an Association.

Shaun Keane proposed that Sarah, Isabel & Bernie be voted in to their nominated posts and this was seconded by Paulette Goldstone. The meeting, by a unanimous show of hands, voted in favour of the appointments.

Next, JS individually introduced the nominees for committee member.

Each nominee was accepted by the meeting through a unanimous show of hands.

Bernie O’Hara proposed a vote of thanks to Jacky stating that, although not always seeing eye-to-eye, and there have been a few disagreements, but on behalf of all the members we would like to offer our thanks for the excellent role of chair and all your hard work for the benefit of the Association.

JS replied with her thanks and received the applause of the members.

JS then handed the ‘independence’ gavel (hand made by John Horn for our Independence Day 28 October 2012) over to the new LPAA chair, Sarah Mather.

The meeting was then closed at 14:15hrs.