



Burley Model Allotments

Burley Model Allotments Association The Cardigan Centre 145-149 Cardigan Road Leeds LS6 1LJ
 Email: bmaasecretary@gmail.com www.burleymodelallotments.org

Date 12/12/2022	Meeting Opened: 19:02 Meeting Closed: 20:04	Location : Burley Model Allotments
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Present	Initials	Apologies	Initials	Non-Attendees	Initials
I Banner	IB	T Wilford	TW		
T Hanby	TH	E Wilford	EW		
S Hollington	SH	S Kind	SK		
J Wilson	JW				
T Randles	TR				
F Turpin	FT				
K Barrett	KB				
P Scholey	PS				
Guests Attending					
Present					Initials

MINUTES OF COMMITTEE MEETING			
No	Item	Action By	Due Date
1	Apologies and Non Attendance		
1.1	Apologies from TW, EW and SK		
2	Minutes of Last Meeting		
2.1	Proposed by KB, Seconded by JW		
3	Matters Arising from Last Meeting		
3.1	IB emailed IS regarding contacting PS to send over information regarding trustee position. Some issues receiving emails but another attempt will be made.	2/23	
3.2	FT to send mailing list to KB	2/23	
4	Vacant plots		
4.1	Currently 22 vacant plots. BR added that there are currently more plots than there are people on the waiting list		
5	Lettings		
5.1	Note: Down to 10 plots as of 17/12 (FT)		
6	Inspections		
6.1	None until April 2023. Committee sends condolences to TW at this difficult time.		
7	Treasurers Report		



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	<p>The Max rent we can collect is £9619.41 (assuming no other discounts for concessions)</p> <p>We have taken <u>£9065.30</u></p> <p>Sort fall <u>£554.11</u></p> <p>This breaks down as follows</p> <p>Rents £319.77</p> <p>Membership 10 plots £50.00</p> <p>Water £184.34</p> <p>Amount owed to LCC: £4998.12</p>		
8	Secretaries Report		
8.1	None on this occasion		
9	Correspondence		
9.1	FT received an email from Gina (1C) concerning a winter pruning workshop (see actions)	2/23	
9.2	Correspondence received from owner of house at the bottom of 87B concerning an apple tree growing too close to her house. FT has requested a surveyor report before action is taken		
10	Annual Show		
10.1			
11	Sub Committees		
11.1	JW coordinating a sub committee to handle checking and correcting of constitution alongside KB and PS.		4/23
12	Any Other Business		
12.1	<p>71B have discussed with members of the committee and will now decided to be hand over the lease of their plot to a helper.</p> <p>Dates set for 2023:</p> <p>7th January - TH to reopen the shop</p> <p>11th March - Seed swap and coffee morning</p> <p>13th May and 10th June - Plant sale</p> <p>3rd September - Annual Show</p> <p>23rd September and 14th October - Apple press</p> <p>28th October - AGM and Pumpkin carving</p>		

SUMMARY OF ACTIONS

No	Item	Action By	Due Date
13.1	IB to action response to Gina (1C) regarding pruning workshop - Committee voted no to the proposition.	2/23	



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13.2	IB to email Helen to check that the Public Liability Insurance is still valid.	2/23	
13.3	JW. KB and PS and the constitution amendment committee		4/23
13.4	FT to look into acquiring a surveyors report regarding apple tree on 87B		
13.5	Plan for Key and Lock changeover	2/23	
13.6	KB to create an email address for deputy chair position		

INSPECTIONS - TABLE OF LETTERS SENT 2023

Month	Letter 1	Letter 2	Letter 3	Letter 4	Letter 5
April					
May					
June					
July					
August					
September					
October					



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Agenda

1	Attendance and Apologies		
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1.1	Committee	✓		✓
	I Banner (IB)		F Turpin (FT)	
	T Handby (TH)		T Willford (TW)	
	S Hollington (SH)		K Barrett (KB)	
	E Willford (EW)		E Handby (EH)	
	J Wilson (JW)		I Smith	
	H White (HW)		S Kind	
	T Randles		P Scholey	

1.2	Guests Attending		
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2	Minutes of last meeting		
2.1	Proposed By	Seconded by	Unanimous (Yes/No)
3	Items to be discussed at the Annual General Meeting		
3.1	Items to be added to the A.G.M Agenda		
3.2			
4	Matters Arising		
4.1	See summary of actions from last meeting.		
5	Vacant Plots		
5.1	We have 21 vacant plots.		
6	Lettings		
6.1	There are currently 21 applicants on the waiting list.		
7	Inspections		
7.1	Will Start in April 2023. See table of letters sent.		
8	The Treasurer reported at the last meeting that the funds are		
	Current: £4,303.83		
	Savings: £13,064.63		
	Of this we require approximately £5,400.00 for Key deposits.		
9	Secretary's Report		
10	Correspondence		
11	Annual Show		
12	Sub Committees		
13	Any Other Business		
13.1	Annual General Meeting		
14	Date of Next Meeting		



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