



# Burley Model Allotments

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

<b>Date</b> 12/03/2022	<b>Meeting Opened at :- 11.30</b> <b>Meeting Closed at :- 12.30</b>	<b>Location :-</b> <b>Burley Model Allotments</b>
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Present	Initials	Apologies	Initials	Non-Attendees	Initials
Frank Turpin	FT	Helen White	HW		
Tim Wilford	TW	Eileen Handby	EH		
Iain Smith	IS				
Sue Hollington	SH				
Tony Handby	TH				
Barry Raw	BR				
Tom Randles	TR				
Elaine Wilford	EW				
Jackie Wilson	JW				
Indira Banner	IB				
Colin Halliwell	CH				
Keith Barrett	KB				
<b>Guests Attending</b>					

<b>MINUTES OF COMMITTEE MEETING</b>			
No	Item	Action By	Due Date
<b>1</b>	<b>Apologies and Non-Attendance</b>		
1.1	Helen White and Eileen Handby,		
<b>2</b>	<b>Minutes of Last Meeting</b>		
2.1	Proposed as a true record by BR and seconded by TH and agreed unanimously.		
<b>3</b>	<b>Matter for A.G.M.</b>		
3.1	At present there are no items to be discussed at the A.G.M.		
<b>4</b>	<b>Matters Arising from Last Meeting</b>		
4.1	See summary of actions from the last meeting.		
4.2	<b>Wades Grant</b> – IS reported that he had been in touch with wades regarding a grant for the cost of replacement locks and keys. There was some confusion regarding the reason for the grant request. IS to contact Wades so we can purchase a new set of locks and keys.	IS	11/04/22
<b>5</b>	<b>Vacant Plots</b>		
5.1	There are currently 0 vacant plots. One plot is under review and may be given up next month.		
5.2	All extended their thanks to Lesley and Iain in getting all plots re-let.		
<b>6</b>	<b>Lettings</b>		
6.1	We have a waiting list of under 20 applicants.		
<b>7</b>	<b>Inspections</b>		
7.1	To start in April, email all plot holders in March.	TW/FT	11/04/22
7.2	All thanked Tim for his letter explaining the reasons for the inspections for all new and existing plot holders.		



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<b>8</b>	<b>Treasurer's Report</b>		
<b>8.1</b>	The Treasurer reported that we have the following in the bank <b>Current £6,451.94</b> <b>Savings £13,063.01</b> of this £5,400 is required for key deposits.		
<b>8.2</b>	<b>Transfer of Duties</b> – Elaine and Helen are meeting this week regarding transferring responsibility for the treasurer roles and the Bank Account transfer details, some new codes are required for bank transfers.		
<b>8.3</b>	<b>Electricity Costs</b> – A discussion ensued about the cost of our current standing order with EDF and the current price of electricity. After some discussion it was agreed that the main outlay appears to be the standing charge. IB to research prices from electricity providers.	IB	11/04/22
<b>9</b>	<b>Secretary's Report</b>		
<b>9.1</b>	<b>Help for local garden center</b> –TR reported that he had been contacted by a local garden center who requested space to use a children's garden. After a lot of discussion it was agreed that as the site is now full and has a waiting list this would not be feasible. However EW and TW agreed to visit them in person to discuss with them what could be done to assist them.	EW/TW	11/04/22
<b>10</b>	<b>Correspondence</b>		
<b>10.1</b>	<b>Plots 22a and 96b</b> – The plot holders has asked to put up Greenhouses on the plots. It was agreed by all that both structures may be put up on in line with the rules of the association. FT to advise.	FT	11/04/22
<b>11</b>	<b>Annual Show</b>		
<b>11.1</b>	The Annual Show will take place on Sunday September 4th 2022		
<b>11.2</b>	Food Category – EW reported that some changes are required for this category at present it states all food must come from the plot – <ul style="list-style-type: none"> <li>• This is to be revised allowing all foods to be allowed grown on the plot or not.</li> <li>• Foods should include a category Free From</li> <li>• Foods should include a savory category</li> <li>• Cakes should have 3 sub-sections</li> </ul>		
<b>11.3</b>	<b>Children's competition</b> – The children's' project for this year will be growing salad crops as they are easily replaceable if slugs/snails decimate the crop.		
<b>12</b>	<b>Sub Committees</b>		
<b>12.1</b>	There were no subcommittee reports.		
<b>13</b>	<b>A.O.B.</b>		
<b>13.1</b>	<b>Turn on water</b> – to be done at the beginning of April	FT	11/04/22
<b>13.2</b>	<b>Skip</b> – It was agreed to order a skip for the Easter weekend	TR/FT	11/04/22
<b>13.3</b>	<b>Trees on the Railway Side</b> – It was agreed to set up a working party on Wednesday 23 <sup>rd</sup> March at 9.30 a.m.	ALL	11/04/22
<b>13.4</b>	<b>Website Development</b> – KB asked for money to develop the website to make it easier to upload photos to the site. FT proposed a limit up to £500.00 this was seconded by BR and agreed unanimously.	FT KB	11/04/22
<b>13.5</b>	<b>Date of Next Meeting</b> – The next meeting will be on the 12 <sup>th</sup> March 2022 at 11.30 a.m. in April, we hope to return to the second Monday of the month at 7pm.	ALL	12/03/22



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## SUMMARY OF ACTIONS FROM THE LAST MEETING

No	Item	Action By	Due Date
4.2	<b>Lock and Keys</b> – Apply to Wades for grant	IS	11/04/22
7.1	<b>Inspections</b> – Send email to plot holders in March advising inspections will start in April	FT/TW	31/03/22
8.2	<b>Electricity Cost</b> – IB to review costs of energy providers	IB	11/04/22
9.1	<b>Help for local Garden Centre</b> – EH/TH to visit and report back.	EH/TH	11/04/22
10.1	<b>Greenhouse applications</b> – Plots 22a and 96b approved FT to advise	TH	11/04/22
13.1	<b>Turn on Water</b> – At the beginning of April	FT	11/04/22
13.2	<b>Skip</b> – Arrange a Skip delivery for the Easter weekend	FT/TR	15/04/22
13.3	<b>Trees on railway side</b> – Arrange working Party	ALL	23/03/22
13.4	<b>Website Development</b> – To enable photos to be uploaded easier	KB	11/04/22
13.4	<b>Date of Next Meeting</b> – This will be held on Monday the 11 <sup>th</sup> April 2022 at 7.00 p.m.	ALL	11/04/22

## INSPECTIONS - TABLE OF LETTERS SENT 2022

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



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## Agenda 11/04/2022

<b>1</b>	<b>Attendance and Apologies</b>		
<b>1.1</b>	<b>Committee</b>	✓	✓
	C Halliwell (CH)		F Turpin (FT)
	T Handby (TH)		T Willford (TW)
	S Hollington (SH)		Indira Banner (IB)
	E Willford (EW)		B Raw (BR)
	Jackie Wilson (JW)		K Barrett (KB)
	H White (HW)		E Handby (EH)
	Tom Randles		Iain Smith
<b>1.2</b>	<b>Guests Attending</b>		
<b>2</b>	<b>Minutes of last meeting</b>		
2.1	Proposed By	Seconded by	Unanimous (Yes/No)
<b>3</b>	<b>Items to be discussed at the Annual General Meeting</b>		
3.1	Items to be added to the A.G.M Agenda		
<b>4</b>	<b>Matters Arising</b>		
4.1	See summary of actions from last meeting.		
<b>5</b>	<b>Vacant Plots</b>		
5.1	We have 0 vacant plots.		
<b>6</b>	<b>Lettings</b>		
6.1	There are currently under 20 applicants on the waiting list.		
<b>7</b>	<b>Inspections</b>		
7.1	Will start in April 2022.		
<b>8</b>	<b>The Treasurer reported at the last meeting that the funds are</b> Current: £6,451.94 Savings: £13,063.01 Of this we require approximately £5,400.00 for Key deposits.		
<b>9</b>	<b>Secretary's Report</b>		
<b>10</b>	<b>Correspondence</b>		
<b>11</b>	<b>Annual Show</b>		
<b>12</b>	<b>Sub Committees</b>		
<b>13</b>	<b>Any Other Business</b>		
<b>14</b>	<b>Date of Next Meeting</b>		

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