



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 12/6/2023	Meeting Opened:1900 Meeting Closed: 2000	Location : Burley Model Allotments
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Present	Initials	Apologies	Initials	Non-Attendees	Initials
I Banner	IB	I Smith	IS		
T Hanby	TH	F Turpin	FT		
J Wilson	JW	E Wilford	EW		
S Hollington	SH	T Wilford	TW		
T Randles	TR				
K Barrett	KB				
S Kind	SK				
P Scholey	PS				
Guests Attending					
Present					Initials

MINUTES OF COMMITTEE MEETING			
No	Item	Action By	Due Date
1	Apologies and Non Attendance		
1.	IS, FT, EW, TW		
2	Minutes of Last Meeting		
2.1	Proposed by TH, Seconded by KB.		
3	Matters Arising from Last Meeting		
3.1	56B have been asked to remove their greenhouse by 15th June due to incorrect placement. Plotholders had confusion over divide between plots, committee agreed that this is equidistance between the two main paths		
3.2	Decision to allow Alec to become an honorary member of committee, proposed by TH, Seconded by KB - pending LCC approval		
3.3	The committee would like to thank Eilene, Jackie, Barry and Elaine for helping with plant and cake sales, and a thank you to Frank for taking care of key exchanges.		
3.4	SK has received no further contact from Community Canvas regarding marquee repairs		
4	Vacant plots		
4.1	1 Vacant plant, 14B		
5	Lettings		
5.1	No report given		



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5.2	IB to email plot 61 to ask them to submit a plot application form		
6	Inspections		
6.1	No letters sent, a few plots have been noted for issues for next inspection		
7	Treasurers Report		
7.1	Current Account: £3100.89 Savings Account: £11151.12		
9	Correspondence		
9.1	Letter received for permission to erect a greenhouse on plot 43. Sketch for placement submitted, approved unanimously and proposed by KB, seconded by IB.		
9.2	Same letter also informed of intentions to give up plot 20a, and a potential tenant in mind to take it over. No agreement reached regarding exchange.		
10	Annual Show		
10.1	EW and JW have met to discuss timings for the show - paperwork is getting completed and the schedule has been tweaked. Hannah Bithell to open the show and present trophies. -Hollybush and Montessori are keen to attend and have a stall, Hyde Park Source are unavailable. Contact has been made with Urban Harvest, Leeds Coppice Workers and Rainbow Junktion		
11	Sub Committees		
11.1	JW, KB and PS to rearrange for a more appropriate time to discuss constitution.		
12	Any Other Business		
12.1	Communication - To be discussed at next meetings	/23	
12.2	Issue raised by a plotholder regarding an adjacent tenant using their tools and not returning them. IB to email.		
12.3	St Matthias school have been in touch as they would like to visit the site - EW to contact Barry regarding suitable dates.		

SUMMARY OF ACTIONS



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No	Item	Action By	Due Date
13.1	Check constitution for procedures regarding plot division (see 3.1)	7/23	
13.2	IB to contact LCC regarding honorary membership and data protection (see 3.2)	7/23	
13.3	IB to contact plotholder 61A regarding application (see 5.2)	7/23	
13.4	Discuss matters concerning communication (IB)	7/23	
13.5	IB to contact plotholders regarding borrowing tools	7/23	
13.6	TR to look into devising a log book for recording theft	7/23	

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		
4	Matters Arising		
5	Vacant Plots .		
6	Lettings		
6.1			
7	Inspections		
7.1			
8	Treasurer's Report		
9			
10	Correspondence		
11	Annual Show		
12	Sub Committees		
13	Any Other Business		
13.1	Annual General Meeting		
14	Date of Next Meeting		