



# 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 17/4/2023</b>	<b>Meeting Opened: 19:05</b> <b>Meeting Closed: 19:50</b>	<b>Location :</b> <b>Burley Model Allotments</b>
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<b>Present</b>	<b>Initials</b>	<b>Apologies</b>	<b>Initials</b>	<b>Non-Attendees</b>	<b>Initials</b>
I Banner	IB	S Kind	SK		
T Hanby	TH				
J Wilson	JW				
T Randles	TR				
F Turpin	FT				
E Wilford	EW				
T Wilford	TW				
K Barrett	KB				
S Kind	SK				
P Scholey	PS				
<b>Guests Attending</b>					
<b>Present</b>					<b>Initials</b>

<b>MINUTES OF COMMITTEE MEETING</b>			
<b>No</b>	<b>Item</b>	<b>Action By</b>	<b>Due Date</b>
<b>1</b>	<b>Apologies and Non Attendance</b>		
1.	SK		
<b>2</b>	<b>Minutes of Last Meeting</b>		
2.1	Proposed by TW, Seconded by EW.		
<b>3</b>	<b>Matters Arising from Last Meeting</b>		
3.1	IB drafted email regarding key and lock changes, sent to ploholders on 8/5		
3.2	Website developers attended meeting to discuss changes to be made to the site. KB suggested a sub committee be set up to assess the examples sent by developers.		
3.3	FT has sent list of vacant plots and new starters to TW		
3.4	TW completed inspections for April '23		
<b>4</b>	<b>Vacant plots</b>		
4.1	Currently 5 vacant plots (including builders plot)		
<b>5</b>	<b>Lettings</b>		
5.1	No one on the waiting list currently		



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<b>6</b>	<b>Inspections</b>		
6.1	8 plots received letter 1		
6.2	40 plots without numbers - committee decided to charge £25 per plot to anyone who doesn't have a number at the time of the next inspections in June	6/23	
<b>7</b>	<b>Treasurers Report</b>		
7.1	Savings: £11,125.21		
7.2	Current: £2033.87 (locks paid for) Still no luck with HSBC		
<b>9</b>	<b>Correspondence</b>		
9.1	Plot holders on 93B and 94 have raised concerns about a leaking pipe from a property on Lumley Mount.		
9.2	(21/4) IB reached out to the owner of the property on Lumley Mount, who has agreed to enter the site to assess the pipe		
<b>10</b>	<b>Annual Show</b>		
10.1			
<b>11</b>	<b>Sub Committees</b>		
11.1			
<b>12</b>	<b>Any Other Business</b>		
12.1	FT requested £20 for insulation for water pipes - approved by committee		
12.2	Barry to hold a raffle, taking place over the next two plant sales (13/5, 20/6)		

<b>SUMMARY OF ACTIONS</b>			
<b>No</b>	<b>Item</b>	<b>Action By</b>	<b>Due Date</b>
13.1	Arrange with owner of 10 Lumley Grove to visit the site and fix pipe damage	5/23	
13.2	TW to draft an email regarding Plot numbers and charges	5/23	
13.3	SK to arrange a day and time for Community Canvas to attend site to see what they can offer in terms of Marquee hire for events	5/23	
13.4	Discuss matters concerning communication (IB)	5/23	



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## 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

<b>1</b>	<b>Attendance and Apologies</b>		
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<b>1.1</b>	<b>Committee</b>	✓		✓
	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	

<b>1.2</b>	<b>Guests Attending</b>		
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<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		
3.2			
<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 21 vacant plots.		
<b>6</b>	<b>Lettings</b>		
6.1	There are currently 21 applicants on the waiting list.		
<b>7</b>	<b>Inspections</b>		
7.1	Will Start in April 2023. See table of letters sent.		
<b>8</b>	<b>The Treasurer reported at the last meeting that the funds are</b>		
	Current: £4,303.83		
	Savings: £13,064.63		
	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>		
13.1	<b>Annual General Meeting</b>		
<b>14</b>	<b>Date of Next Meeting</b>		



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