



# Burley Model Allotments

<b>Date</b> 12/04/2021	<b>Meeting Opened at :- 19.00</b> <b>Meeting Closed at :- 19.35</b>	<b>Location :-</b> At Home
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Present	Initials	Apologies	Initials	Non-Attendees	Initials
Keith Barrett	KB	Colin Halliwell	CH	Sue Hollington	SH
Helen White	HW			Tony Handby	TH
Tim Wilford	TW			Barry Raw	BR
Elaine Wilford	EW			Josh Elliff	JE
Chung Pham	CP			Sarah Gill	SG
Iain Smith	IS				
Frank Turpin	FT				
<b>Guests Attending</b>					

Join Zoom Meeting

<https://us02web.zoom.us/j/82273369422?pwd=ekZTaFpMam5CNDZhYW80K2k2WE9RQT09>

Meeting ID: 822 7336 9422

Passcode: bmaa

MINUTES OF COMMITTEE MEETING			
No	Item	Action By	Due Date
<b>1</b>	<b>Apologies and Non-Attendance</b>		
1.1	There were apologies from Colin who was unable to attend this meeting.		
<b>2</b>	<b>Minutes of Last Meeting</b>		
2.1	Proposed as a true record by HW and seconded by TW and agreed unanimously.		
<b>3</b>	<b>Items for the Annual General Meeting</b>		
3.1	At present there are no items for the A.G.M.		
<b>4</b>	<b>Matters Arising from Last Meeting</b>		
4.1	See summary of actions from the last meeting.		
<b>5</b>	<b>Membership Secretary's Report</b>		
5.1	We now have 0 vacant plots to let as at 12/04/2021.		
<b>6</b>	<b>Lettings</b>		
6.1	There are 43 people on the waiting list for a plot as at 10/03/2021.		
<b>7</b>	<b>Inspections</b>		
7.1	Inspections will start again in April 2021		
<b>8</b>	<b>Treasurer's Report</b>		
8.1	We still need to find a replacement for Helen.	ALL	10/05/21
8.2	The Treasurer reported that we have the following in the bank <b>Savings</b> £13061.81 (This includes £5000 needed for key deposit) <b>Current</b> £2858.45		
<b>9</b>	<b>Site Improvements</b>		
9.1	CCTV - Chung to do additional research for CCTV and to report back to the next meeting with suggestions of what might be required.	CP	10/05/21
<b>10</b>	<b>Secretary's Report</b>		
10.1	This item was not discussed at this meeting		
<b>11</b>	<b>Correspondence</b>		
11.1	Greenhouse on 19b approved. FT to advise the plot holder.	FT	10/05/21
<b>12</b>	<b>Annual Show</b>		
12.1	<b>This year's Annual Show</b> - Agreed to wait till nearer the time before more plans could be made.		
12.2	Elaine to get quotes for new gazebos/marquees, so we know where we stand.	EW	10/05/21



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<b>13</b>	<b>Nature Watch</b>		
<b>13.1</b>	Tim to get in touch with Josh to see if anything was happening.	TW	10/05/21
<b>14</b>	<b>Sub Committees</b>		
<b>14.1</b>	There were no subcommittee reports.		
<b>15</b>	<b>Any Other Business</b>		
<b>15.1</b>	<b>Leeds Allotment Federation A.G.M.</b> - HW reminded all that we have an invite for the LAF A.G.M. to be held on zoom on the 14 <sup>th</sup> April at 7.30	ALL	14/04/21
<b>15.2</b>	<b>Date of Next Meeting</b> - The next meeting will be on the 8 <sup>th</sup> March 2021	ALL	10/05/21

## SUMMARY OF ACTIONS FROM THE LAST MEETING

No	Item	Action By	Due Date
<b>8.1</b>	<b>Treasurer</b> – Find a replacement for the Irreplaceable HW	ALL	10/05/21
<b>9.5</b>	<b>CCTV</b> – Chung to report back on what we require.	CP	10/05/21
<b>11.1</b>	<b>Greenhouse on 19b</b> – Contact plot holder advising agreed.	FT	10/05/21
<b>12.2</b>	<b>Annual Show</b> – Quotes for gazebos.	EW	10/05/21
<b>13.1</b>	<b>Nature Watch</b> – Find out what is happening with this project.	TW	10/05/21
<b>15.1</b>	<b>LAF A.G.M.</b> – This will be held on the 14 <sup>th</sup> April 2021.	ALL	14/04/21
<b>15.2</b>	<b>Date of Next Meeting</b> – This will be held on the 12 <sup>th</sup> April 2021.	ALL	10/05/21

## INSPECTIONS - TABLE OF LETTERS SENT 2021

Month	Letter 1	Letter 2	Letter 3	Letter 4	Letter 5
<b>April</b>					
<b>May</b>					
<b>June</b>					
<b>July</b>					
<b>August</b>					
<b>September</b>					
<b>October</b>					



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Agenda 10/05/2021

<b>1</b>	<b>Attendance and Apologies</b>		
<b>Committee Members</b>			
	Helen White		Colin Halliwell
	Frank Turpin		Tony Handby
	Elaine Wilford		Barry Raw
	Tim Wilford		Sue Hollington
	Iain Smith		Josh Elliff
	Chung Pham		Sarah Gill
	Keith Barrett		
<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 43 applicants on the waiting list.		
<b>7</b>	<b>Inspections</b>		
7.1	Will start in April 2021.		
<b>8</b>	<b>Treasurer Report</b>		
8.1	<p>The Treasurer reported at the last meeting. that the funds held are</p> <p style="text-align: center;"><b>Savings: £13,061.81</b></p> <p style="text-align: center;"><b>Current: £2858.45</b></p> <p>Of this we require approximately £5,000.00 for Key deposits.</p>		
<b>9</b>	<b>Site Improvements</b>		
9.1	CCTV - CP to review and report on what is required.		
<b>10</b>	<b>Secretary's Report</b>		
10.1			
<b>11</b>	<b>Correspondence</b>		
11.1			
<b>12</b>	<b>Annual Show</b>		
12.1	Marquees - Review state of old ones and obtain quotes for new ones.		
<b>13</b>	<b>Nature Watch</b>		
13.1	Discuss future of the scheme.		
<b>14</b>	<b>Sub Committees</b>		
14.1			
<b>15</b>	<b>Any Other Business</b>		
15.1			