



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 04/12/2021	Meeting Opened at :- 11.15 Meeting Closed at :- 11.45	Location :- Burley Model Allotments
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Present	Initials	Apologies	Initials	Non-Attendees	Initials
Keith Barrett	KB	Helen White	HW		
Frank Turpin	FT	Jackie Wilson	JW		
Tim Wilford	TW	Indira Banner	IB		
Iain Smith	IS	Elaine Wilford	EW		
Sue Hollington	SH	Tom Randles	TR		
Tony Handby	TH				
Barry Raw	BR				
Colin Halliwell	CH				
Guests Attending					

MINUTES OF COMMITTEE MEETING			
No	Item	Action By	Due Date
1	Apologies and Non-Attendance		
1.1	Helen White, Elaine Wilford, Tom Randles, Jackie Wilson, and Indira Banner.		
2	Minutes of Last Meeting		
2.1	Proposed as a true record by TW and seconded by FT and agreed unanimously.		
3	Matter for A.G.M.		
3.1	At present there are no items to be discussed at the A.G.M.		
4	Matters Arising from Last Meeting		
4.1	See summary of actions from the last meeting.		
5	Vacant Plots		
5.1	Approximately 13 plots are currently vacant.		
6	Lettings		
6.1	We have a waiting list of roughly 30+.		
7	Inspections		
7.1	To start in April, email all plot holders in March.	TW/FT	31/03/22
8	Treasurer's Report		
8.1	Elaine provided a written report for the meeting which stated that Helen and Elaine are planning the hand-over.	EW/HW	05/02/22
8.2	Banks work very slowly and if anyone requires money have queries etc. please contact Helen.		
8.3	Eileen is a signatory for the bank, SH volunteered and it was agreed if any more people are required then other volunteers will come forward.		
9	Secretary's Report		
9.1	The secretary was not available at this meeting.		
9.2	KB advised that the Secretary now has access to the Secretary's email account.		
10	Correspondence		
10.1	There was a letter requesting a new plot for NHS - IS to deal with and invite to the next meeting.		



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11	Annual Show		
11.1	The Annual Show will take place on Sunday September 4th 2022		
12	Sub Committees		
12.1	There were no subcommittee reports.		
13	A.O.B.		
13.1	Committee Members - Eileen Handby to become a Committee Member again for legal reasons.		
13.2	Seed Orders - SH told us that we should receive the discount for orders to DT Brown etc. as a result of the number and value of orders placed.		
13.3	Annual Show Photos - KB to negotiate with the guys who took Annual Show photos - they should be on our website in January.	KB	31/01/22
13.4	Date of Next Meeting – The next meeting will be on the 5th December 2022 at 11.30 a.m.	ALL	04/12/21

SUMMARY OF ACTIONS FROM THE LAST MEETING

No	Item	Action By	Due Date
7.1	Inspections – Send email to plot holders in March advising inspections will start in April	FT/TW	31/03/22
8.3	Treasurer – EW to meet with HW to transfer BMAA Accounts	EW/HW	04/02/22
10.1	New Plot – IS to invite to next meeting	IS	04/02/22
13.3	Show Photo's – KB to arrange upload to website	KB	04/02/22
13.4	Date of Next Meeting – This will be held on Saturday the 5th December 2022 at 11.30 a.m.	ALL	05/02/22

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 05/02/2022

1	Attendance and Apologies		
1.1	Committee	✓	✓
	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
1.2	Guests Attending		
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		
4	Matters Arising		
4.1	See summary of actions from last meeting.		
5	Vacant Plots		
5.1	We have 26 vacant plots.		
6	Lettings		
6.1	There are currently 60+ applicants on the waiting list.		
7	Inspections		
7.1	Will start in April 2022.		
8	The Treasurer reported at the A.G.M. that the funds as at A.G.M. are		
	Current: £7,381.81		
	Savings: £10,045.55		
	Of this we require approximately £5,000.00 for Key deposits.		
9	Secretary's Report		
10	Correspondence		
11	Annual Show		
12	Sub Committees		
13	Any Other Business		
14	Date of Next Meeting		