



# 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> 11/07/2022	<b>Meeting Opened at :- 7.00</b> <b>Meeting Closed at :- 8.00</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>
Frank Turpin	FT	Helen White	HW		
Tony Handby	TH	Eileen Handby	EH		
Tom Randles	TR	Sue Hollington	SH		
Barry Raw	BR	Elaine Wilford	EW		
Indira Banner	IB	Jackie Wilson	JW		
Keith Barrett	KB	Tim Wilford	TW		
Iain Smith	IS				
Colin Halliwell	CH				
<b>Guests Attending</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>		
1.1	Helen White, Eileen Handby, Sue Hollington, Elaine Wilford, Jackie Wilson and Tim Wilford.		
<b>2</b>	<b>Minutes of Last Meeting</b>		
2.1	Proposed as a true record by BR and seconded by IB and agreed unanimously.		
<b>3</b>	<b>Items for the A.G.M.</b>		
3.1	Items to be discussed at the A.G.M.		
3.2	Deposit for Helpers Keys and replacement keys to be increased to £50	All	29/11/22
<b>4</b>	<b>Matters Arising from Last Meeting</b>		
4.1	See summary of actions from the last meeting.		
<b>5</b>	<b>Vacant Plots</b>		
5.1	There are currently 2 vacant plots 69b and 97a.		
<b>6</b>	<b>Lettings</b>		
6.1	We have a waiting list of 21 applicants.		
<b>7</b>	<b>Inspections</b>		
7.1	Started in April, see separate list of letters sent.		
<b>8</b>	<b>Treasurers Report</b>		
8.1	The Treasurer reported that we have the following in the bank Current £4,303.83 Savings £13,064.63 of this £5,400 is required for key deposits.		
8.2	Transfer of Duties – Elaine and Helen are continuing to meet regarding transferring responsibility for the treasurer roles and the Bank Account transfer details there are problems with the bank.		



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<b>9</b>	<b>Secretary's Report</b>		
9.1	TR reported that there were a number of people trespassing on the Railway side near the footpath by the bridge. TR to contact railways to try to get further action.	TR	08/08/22
<b>10</b>	<b>Correspondence</b>		
10.1			
<b>11</b>	<b>Annual Show</b>		
11.1	<b>Show Date</b> – The Annual Show will take place on Sunday September 4th 2022.		
11.2	EW to invite local Cllr to open the show also invite Hollybush and the Police.	EW	08/08/22
11.3	The next meeting will be dedicated to the Annual Show	All	08/08/22
<b>12</b>	<b>Sub Committees</b>		
12.1	There were no subcommittee reports.		
<b>13</b>	<b>A.O.B.</b>		
13.1	<b>Lock and Keys</b> – FT provided samples of the locks and a general discussion was held regarding the subject it was decided to discuss this after the Annual Show.	ALL	10/10/22
13.2	<b>Website Development</b> – Invoice submitted requires payment	EW/HW	08/08/22
13.3	<b>Electricity Costs</b> – To review costs and report back	IB	10/10/22
13.4	<b>Notes for New Members</b> – JW and IB to review and report back	JW/IB	10/10/22
13.5	<b>Date of Next Meeting</b> – The next meeting will be on Monday the 8th August 2022 at 7pm.	ALL	08/08/22

## SUMMARY OF ACTIONS FROM THE LAST MEETING

No	Item	Action By	Due Date
9.1	<b>Trespass from Railway</b> – TR to contact BR	TR	08/08/22
13.1	<b>Locks and Keys</b> – FT demonstrated 3 types of locks and a complex pricing structure where new barrel and locks would cost £7,584 and new keys only (the locks could be provided for free) would come in at £4,800 After a great deal of discussion it was decided to discuss this after the Annual Show. Everyone thanked FT for all of his hard work and efforts in this exercise.	All	10/10/22
13.2	<b>Website Development</b> – Invoice received and not paid	EW/HW	15/08/22
13.3	<b>Electricity Cost</b> – IB to review costs of energy providers. Electric meter readings were discussed as at 07/08/22 the reading was 08116 the reading for the 01/04/21 was 07767	IB	10/10/22
13.4	Notes for new members – To review and report back	JW/IB	10/10/22
13.8	<b>Date of Next Meeting</b> – This will be held on Monday the 8 <sup>th</sup> August 2022 at 7.00 p.m.	ALL	08/08/22



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INSPECTIONS - TABLE OF LETTERS SENT 2022					
Month	Letter 1	Letter 2	Letter 3	Letter 4	Letter 5
April	10				
May	7	2			
June	5	3		2	
July					
August					
September					
October					

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## Agenda 08/08/2022

<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		
3.2	Key Deposit for Helpers increase to £50.00		
<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 2 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 continue in 2022. 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>		
<b>14</b>	<b>Date of Next Meeting</b>		