

Prudhoe Gardeners' Association Monthly Meeting

Minutes, 2 June 2021

1. Present:

Christine Hewitt, Paul Muto, Dot Dickinson, Bill Hind, Karen Cumberledge

2. Apologies:

Ami Cumberledge?

3. Chair's comments

Meetings are always first Wed of month; review of agenda; note that the procedural issues, while tedious, are essential to the smooth management of the allotments

4. Report provided and circulated for this year i.e. since 1 Jan 2021

- a. Allotment small jobs, R7 demolition, fencing at Edgewell
- b. Association expenses, insurances, affiliation fees, hut repairs
- c. Note that new committee members need to send in 2 forms of I.D., one with an address, to Karen for the accountant
- d. Online banking is now working
- e. Note: **Julia** to provide Dot and Bill with access to the Gardeners' Dropbox folder
- f. Paul proposes we make a donation to The Legion for our monthly use of the room for meetings; £100/year donation to the Legion - Christine Hewitt proposes, Dot seconds, for use of the room for meetings; **Karen** to inquire with the Legion
- g. Dot asks what is balance in bank? ~£21,000 – £12,000 is retained as "insurance" for the hut; the rents are the remainder of funds, but we should not make a profit i.e. we are non-profit

5. Stores Report

- a. We will not be stocking large items like Humax now
- b. Should we consider expanding our stocklist? We need to consider items that we can buy in bulk and resell in small quantities – to be decided

6. Lettings Report

- a. E14 is currently the only anticipated eviction (has been sent an eviction letter); note that there will be a need for a skip to clear this out OR get the demolition company (R.J. Booth who did the job at R7)
- b. **Christine** to ask everyone on the waiting list if they still want to remain on the list and ask to come in and pay their subs if they want to remain on the list

7. Inspections Report

- a. Malcolm & Victoria have done a good job and we believe they will do the second inspection for 2021 as well; **Paul** will ask them after that if they would like to take a break for the year.
- b. Bill and Dot suggest that we post the inspection checklist on site noticeboards so plot holders understand that it is an objective, impartial process, and also so that they understand what they will be scored on. **Julia** to do this.
- c. Concerning R15A feeding dog on plot; **Christine** to ask PTC to send an official letter

Please note this report has been reformatted to make it more accessible.

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**8. Repairs/Jobs Report**

- a. CD12 tenant has asked for financial assistance with clearing out his plot (which he took on in a bad state) – **Julia** to contact R.J. Booth re: this clean-up
- b. Taps at all sites need checking for leaks and also potentially upgrading; in addition, meters need installing – Sarah has been asked to book meter upgrade visit for Stoney Flatts and Castle Dene; **Christine** to ask PTC to consider a more in-depth assessment of water supply to all sites and compliance with by-laws
- c. E12 discussion about the two quotations that have been received and why they might be so different; Bill Hinds suggests in future that we have demolition companies provide a risk assessment and methods statement to verify how they will do the job; **Christine** to ask PTC for details on the quotation received for E12 for comparison with R.J. Booth quotation already received (for £750)

**9. Proposed Tenancy Agreement**

- a. **Christine** to pass it on to PTC asking about who should be providing permissions i.e. which clauses need to be cleared by PTC and which can be approved by the PGA Committee

**10. Guidance on Facebook Posting**

- a. Need to encourage people registered on our Facebook Page to post interesting gardening/allotment items as the more people who post will encourage more readers.

**11. A.O.B.**

- a. Dot – says the fence on E28 boundary with the homeowner needs repair – **Christine** to inform PTC to arrange this
- b. Edgewell gate area is messy – who is responsible? There have been complaints that this is messy. Dot as the site rep asked to find someone on site with a strimmer to cut it back.
- c. Boundary with R1 – hedge needs managing – **Christine** to inform PTC
- d. Large sycamores in green space in Hillcrest need pruning – **Christine** also to inform PTC
- e. Trees at back of Edgewell onto private allotments (north boundary) – **Christine** to inform PTC
- f. Bill Hinds reports – Stoney Flatts – SF3 has rubbish needs to be taken away – **Julia** to ask R.J. Booth about this one as well
- g. Hut Rota
  - i. 5 June – Paul, Christine
  - ii. 12 June – Paul, Julia
  - iii. 19 June – Christine, Julia
  - iv. 26 June – Paul, Christine
  - v. 2 July - Julia, Bill

**12. Date for next meeting – Wednesday, July 7 at The Legion**

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