

# Alsager Gardens Association

## Minutes of Committee Meeting Held On 25<sup>th</sup> September 2018

### PRESENT

**Members:** Adrian Ford (Chairman)

Pauline Hubbard (Vice Chair and Minutes) David Pitt (Treasurer) John Nixon (Rep Talke Rd) Mike Smith (Rep Coronation Rd) Mike Hubbard (Rep Cedar Ave) Judith Ford, David Spall (Trading Secretary)

**1. APOLOGIES** Derek Hough (President) Hilary Robinson (Membership Secretary), David Pitt (Treasurer) John Nixon (Talke Rd Site Rep)

The Chairman reported that he had visited Keith Biggs who was now out of hospital and eating well.

**2. MINUTES of meeting held on 28 August 2018** approved.

**3. MATTERS ARISING from meeting held on 28 August 2018**

- The Committee confirmed the AGM date as 12<sup>th</sup> March 2019
- The Committee confirmed the Allotment Open Days as 11/12<sup>th</sup> May 2019
- Saturday 7<sup>th</sup> September 2019 was confirmed as the date for the next Annual Show

### 4. TREASURER'S REPORT

**Cash & Current a/c** £3776 **Reserve** £4356 **Total** £8132

**Liabilities** none reported

**Rents received** £3985 (136.5 half plots plus 4 x ARB) compared to £3854 (137.5 half plots). No ARB

**Subs received** £664 (190 members) compared to £654 (187 members)

**Trading to 23/09/18** £3646 compared to £3659

DP has requested up to date lists of all allotment holders at all sites by 30<sup>th</sup> October please. Copies to D Pitt, H Robinson and P Hubbard

### 5. TRADING SECRETARY'S REPORT

DS reported that Luxury grass seed is unavailable from the supplier until next year. Standard grass seed has been purchased.

#### Trading Hut Repaint

DS reported that he had reviewed the document regarding anti-graffiti paint suggested for the repainting of the Trading Hut. He recommends that a professional quote is obtained as the corrected preparation will need to be undertaken. PH to obtain quote for repaint of Trading Hut using anti-graffiti paint.

DS also reported that the Toilet door appears to be rusting and asked for this to be raised with the supplier. PH to action.

All to note

MS/MH  
JN/AF

PH

PH

## 6. SECRETARY'S REPORT

### 6.1 Accessibility Project- Cedar Avenue

PH reported that the work to construct the raised beds at Cedar Avenue has been completed, details and photographs have been circulated.

The remaining work at Cedar Avenue, using the existing reclaimed flags to join up the central path, increase the path by a further slab at the toilet block, provide the required retaining wall and pave the adjoining the allotment will be undertaken in November. To reduce risks during the work, the central path will be closed for access during this period and members will need to take other routes to gain access. Appropriate signage will be put in place.

PH asked the committee to review the use of plots 32 1, 32,2 and 32 A at the rear of the site which have previously been designated as Accessibility plots. The location of the plots is not best suited to those with mobility issues and one half of the site is overshadowed by trees and quite boggy.

It was agreed that these be reassigned with the unshaded half being let as a general plot and the shaded area landscaped/grassed or set to fruit trees.

### Alsager Town Council – Allotment Risk Assessment

The committee welcomed the Draft Allotment Risk Assessment and raised several issues regarding roles and responsibilities, completeness and appropriateness. The main issues were

- Before we can agree risk assessments, we need to formalise and agree roles and responsibilities (who does what and when) between ourselves (AGA) and the Alsager Town Council (ATC) together with the ownership/ adoption of assets and buildings on each site.
- Risk controls need to be reasonable and achievable. The ATC should not expect the AGA to provide controls which the Alsager Town Council would not provide if they themselves undertook full management of the site. Expecting the AGA to hold workshops/training sessions would be costly and is unrealistic.
- The Draft Assessment has mixed responsibilities and needs to be specific to the risk controls that the Alsager Town Council (as landlord) have in place with a separate Risk Assessment being undertaken by the AGA with the specific AGA risk controls that the AGA can put in place.
- The Draft Assessment is not comprehensive enough and excludes issues such as risk of infection, fire prevention, ponds on the site and there is no mention of Legionella
- Clarification is required about the Current Risk Control stated as "Allotment Holders are encouraged to construct drainage channels and cisterns on their plot". It is unclear what this is to mitigate, and we believe this should not be encouraged. We have severe issues regarding water collection on several parts of the site in Cedar Avenue which makes plots unworkable for many months and have requested

PH  
MH

PH

professional surveyor advice, via the June meeting with Eddie Attu, as to how to take this forward.

JF suggested that in advance of agreement on the above that we could produce an item on Health and Safety that could be included in a "New Plot holders Pack". Also, we should consider the advantages in providing notice boards (as a mitigating action) at all sites to display rules, important notices such as Health and Safety etc. PH to take forward and respond to ATC with our comments and requesting that Notice Boards be provided for all sites.

PH

## 7. ALLOTMENT OFFICERS' REPORTS

- Coronation Avenue- 1 x quarter plot available. PH to write to 2 tenants regarding plots in poor condition. Overshadowing Trees remain an issue.
- Lawton Road – Several plots available. Issue of fly tipping has been resolved (recycling)
- Cedar Ave – A letter has been sent to tenant to terminate the plot.
  - Branches from the Crack Willow fell during the storm and Cheshire East has acted to remove some trees. Due to the proximity of cables, the crack willow is the responsibility of Scottish power who will act asap.
  - A skip is required to remove final debris from the accessibility plot.
  - Arrangements are in hand to supply manure
- Talke Road – nothing to report

## 10. Annual Show to be held on 1<sup>st</sup> September 2018

The next show has been confirmed and booked for Saturday 7<sup>th</sup> September 2019  
The committee wished to send a "Thank You" to Muriel Dale for undertaking the Photography and arranging the judging of the photographic competition.

PH

AF to send list of cup winners to PH.  
PH to update Web Site.

AF  
PH

## 10. Any Other Business – None

## 11. Date of Next Meeting 30<sup>th</sup> October 2018.

## 12. The meeting closed at 8.50pm