

# Alsager Gardens Association

## Minutes of Committee Meeting Held On 27th November 2018

### PRESENT

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

It was agreed that the standing items of Treasurers Report/ Trading Secretary's and Secretary's Report would not take place on the November agenda in order to allow time for the appropriate discussion on the key items on the agenda.

#### 1. APOLOGIES

Derek Hough (President) Hilary Robinson (Membership Secretary) Jane Smith (ATC Rep)

**2. MINUTES of meeting held on 30<sup>th</sup> October 2018** approved.

#### 3. MATTERS ARISING from meeting held on 30<sup>th</sup> October 2018

- New Homes Bonus – PH reported on her attendance at the NHB Funding Bid seminar held by the CVS in Sandbach. The funding bid was discussed, and it was agreed that PH should proceed with securing planning permission to enable an early funding bid to be submitted.
- CVS membership – PH reported that the AGA is now a member at a cost of £45 per annum and that an invoice will follow
- The documents Health and Safety Policy and Allotment Holders Guidance have been published on the web. A short piece on Policies and Procedures will be included in the Autumn Newsletter.
- Cedar Avenue Allotment Site has won Level 5 -Outstanding in the RHS North West Bloom Award

PH

#### 4. Review AGA Rule and Constitution.

The document was reviewed, and changes made to reflect the wider objectives of the AGA and a reduced quorum. The document was agreed and will be presented to the AGM to be held on 12<sup>th</sup> March 2019.

PH

**5. Changes to Allotment Rules** were agreed and a new comprehensive document is to be issued to all members along with the Autumn Newsletter and annual invoice. The document will also be available on the web site.

PH

**6. Payment of Allotment Fees** – It was agreed that following the changes to the Allotment Rules with regard to notice periods to terminate of plots, that this should resolve the problems experienced with late/no notice to terminate plots resulting in plots being left uncultivated for 3-4 months at the start of the new season before a new tenant can be allocated. In view of this it was agreed that the due date for annual subscriptions

<p>and plot rentals should remain at 31 March each year with the £5 admin fee being added for late payment. Site managers to monitor effectiveness and report back as necessary.</p>	<p><b>MS/JN/ AF/MH</b></p>
<p><b>7. Recognition of Previous Officers.</b> It was agreed that no further action was required on this item.</p>	
<p><b>8. Any Other Business</b></p>	
<p>8.1 PH reported that we have just heard that we have been awarded the grant from the Tesco Bags of Help community grant scheme. The original bid having been submitted by Keith Biggs for £1000.</p>	
<p>PH reported that following a number of telephone calls there had been an opportunity to provide a more comprehensive submission. As a result, the award has been increased to £3260 and that this will enable completion of the 2 x ARB's at Talke Rd and 1 x ARB at Coronation Ave. Acceptance criteria is comprehensive which will be completed by PH and key information sent to the relevant officers. DP will need to note the requirements regarding document retention. A copy of the most recent bank statement is required to be submitted as part of the acceptance documentation. DP to provide to PH.</p>	<p><b>PH</b>  <b>DP</b></p>
<p>8.2 DS circulated a draft copy of the Autumn Newsletter. Finalisation of the Newsletter is imminent, further copy is required asap.</p>	<p><b>ALL</b></p>
<p>DS reported that arrangements are in hand for delivery of the K G Loach order on Monday 4<sup>th</sup> February. MH agreed to organise a team to support unloading etc.</p>	<p><b>DS/MH</b></p>
<p><b>9. Date of Next Meeting Tuesday 29<sup>th</sup> January 2019</b> Apologies noted from D Spall and D Pitt NB. Date subsequently changed to 5<sup>th</sup> February to enable meeting to be quorate</p>	<p><b>ALL</b></p>
<p><b>10.The meeting closed at 9.15pm</b></p>	