

Alsager Gardens Association

Minutes of Committee Meeting Held On 26th February 2019

PRESENT

Members: Adrian Ford (Chairman) David Spall (Trading Secretary) David Pitt (Treasurer)
Pauline Hubbard (Vice Chair and Minutes) John Nixon (Rep Talke Rd) Mike Smith (Rep
Coronation Rd) Mike Hubbard (Rep Cedar Ave) Hilary Robinson (Membership Secretary)
John Willets, Stephen Beattie

<p>1. APOLOGIES Judith Ford, Derek Hough (President)</p> <p>2. MINUTES of meeting held on 5th February 2018 approved.</p> <p>3. MATTERS ARISING</p> <p>4. Treasures Report Current account £4255 Reserve account £4360 giving a Total of £8615 This Includes the Tesco Bags of Help Award @ 75% of the award ie £2445</p> <p>Debtors AGA Member for Kings Seeds £56 – DS will chase</p> <p>Current Liabilities KG Loach £1662 Auditors £108 ATC Allotment Rents £2693 Site Managers £100 <u>Total £4563</u></p> <p>Income received to date Rents £989 from 31 plots holders +1x ARB c/f £899 in 2018 from 31 plot holders Subs £189 from 32 members c/f £112 from 32 members in 2018</p> <p>DP reported his concern about cash flow at the current time and asked for any large items of expenditure to be made towards the end of March onwards.</p> <p>5. Annual Accounts 2018 DP circulated a copy of the Auditors letter from McIntosh, 29 Regent St, Hanley, together with a copy of the annual accounts for 2018. Main point is the small decrease in sales. DP to report full details at the AGM</p> <p>6. Trading Secretaries Report DS reported that the KG Loach order has been delivered and thanked Mike Hubbard, John Willets and Steve Beattie and the other volunteers who helped with unloading the van and stocking the hut. The Professional Compost is still to be delivered. Arrangements are in place for the reopening of the Hut on Sunday 3rd March 2019 The Hut repaint (in Graffiti prof paint) is scheduled for 3 days from 28th March 2019.</p>	<p>DS</p> <p>ALL TO NOTE</p> <p>DP</p>
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<p>It was agreed that all sites would turn the water back on and keep an eye open for any sever frost reports. DS gave his apologies for the May meeting</p>	<p>ALL PH</p>
<p>7. Secretary's Report</p>	
<p>7.1 NAS – AGM Sat 8th June 2019 to be held at ST Georges Hotel, Llandudno, Conwy LL30 2LG. Deadline for return is 1 April 2019.</p>	<p>AF</p>
<p>Delegates were sought and AF/JF will attend. AF to complete the documentation and return it to NAS.</p>	
<p>7.2 Check on Show actions for this month</p>	
<p>PH to confirm the booking of The Civic March Agenda item - Convene Show Committee</p>	<p>PH PH</p>
<p>7.3 Update date on Talke Rd & Coronation Ave Raised Beds (Tesco Bags of Help)</p>	
<p>PH reported on the funding available including the £520 that David Pitt has confirmed remains in the AGA account for this project of work as follows</p>	
<p>Tesco Award £3260 (75% received ie £2445) Held by AGA £520 Total £3780</p>	
<p>The final 25% - £814 of the award is not released until the end of the work and their receipt of the satisfactory completion report. This means that the AGA will need to fund this amount in advance. This was noted and agreed.</p>	
<p>PH outlined the detailed specification and showed the committee the plans for the proposed work on the raised beds at Talke Rd and Coronation Ave. An estimate has been obtained from Garden Solutions as follows</p>	
<p>1. Talke Road</p>	
<p>Construct 2 raised beds as per site plan. Each bed size 20 ft x 4ft surrounded by 4 ft path. Plus, additional 4ft path at rear alongside railway line (not shown on drawing but as discussed on site). To include any levelling plus all materials, paving slabs, sand, cement and hardcore. Sleepers, screws and jointing plates will be provided by the AGA The estimate received for £2125 was approved and work is to commence asap for completion prior to the Allotment Open Days.</p>	
<p>2. Coronation Avenue</p>	
<p>Construct 1 raised bed as per plan- Bed size 20 ft x 4ft surrounded by 4 ft path. To Include any levelling plus all materials, paving slabs, sand, cement and hardcore Sleepers, screws and jointing plates will be provided by the AGA The estimate received for £1320 was approved and work is to commence after Talke Road.</p>	
<p>The total commitment for this project of work is £3445. PH to raise the order with Garden Solutions.</p>	<p>PH</p>

<p>PH explained that there are conditions attached to the award that we will need to comply with and that a key component is our contribution of voluntary work. This will need to be detailed and monitored for inclusion in the Completion Report.</p>	<p>PH</p>
<p>6.4 Coronation Avenue – Main Path from Gate to Toilet Building</p> <p>This work is reliant on obtaining enough recycled slabs (FOC) and funding for the labour, sand, cement and hardcore. It is to be placed as a priority item on the 5-year plan pending funding etc.</p> <p>6.5 Water meter readings have been received from all sites and there is no difference in the readings since the water was turned off in October. This confirms we have no leaks at present.</p>	<p>PH</p>
<p>7. Site Managers Report</p> <p>7.1 Cedar Ave</p> <p>MH reported that Scottish Power had removed the crack willow tree (overhanging the ARBs) on 12 February 2019. MH is hoping to obtain fencing panels to complete the new path and hopes to erect the shelter adjacent to the new raised beds in the next month.</p> <p>MH thanked John Willets and Stephen Beattie, who attended the meeting, for the plumbing and building work they undertaken on site.</p> <p>There are currently 2 x ¼ plots vacant</p>	<p>PH</p>
<p>MH requested approval of approx. £60 to hire a digger to clear the back of plot 32 in the corner of the allotment site which was agreed. MH to organise the work and digger.</p> <p>7.2 Coronation Avenue</p> <p>MS reported a complaint from several potholders relating to the back of the allotments that run alongside Cranberry Moss. These allotments are significantly shaded by several tall trees rendering approx. 15 feet of each plot unusable.</p>	<p>MH</p>
<p>This issue has been ongoing for some time. PH to raise again with Eddi Attu to obtain some action or resolution.</p> <p>There are currently 2 x ¼ plot vacancies.</p>	<p>PH</p>
<p>7.3 Talke Rd</p> <p>JN reported that a significant amount of work has been completed to clear the plot for the accessibility raised beds. A ½ plot and a ¼ plot are currently vacant one with a good shelter.</p>	<p>PH</p>
<p>7.4 Lawton Rd</p> <p>AF reported that a ½ a ¾ and a ¼ plot are vacant and 2 x ARB recently vacated. The gate padlock went missing – AF is investigating.</p>	<p>AF</p>

8. Notice Boards

The documents circulated with the agenda were considered and it was agreed that all sites would have a Notice Board, subject to funds.

A phased approach to purchase was agreed and the priority was determined as follows

- [Talke Road – purchase to go ahead now.](#) PH to action
- Lawton Road – to follow subject to confirmation of funds by the committee
- Coronation Avenue – to follow subject to confirmation of funds by the committee

PH

9. Draft Financial Procedures

PH stated that the draft document had been circulated to everyone with the agenda as requested by DP at the previous meeting, despite PH suggesting it should be considered by the Treasurer in advance of full circulation. DP stated that he had 29 amendments to the draft financial procedures. As a result, it was agreed that DP and PH would meet to amend the document and bring it back to a further meeting of the AGA for discussion and ratification.

DP/PH

10. Any Other Business

10.1 Pot Holes Cedar Avenue Car Park

DP raised the issue of the state of the Cedar Avenue (allotment) car park. PH advised that this issue is being progressed by the Town Council, however Cheshire East own this land and have stated they do not have funds to undertake any work. The Town Council is pursuing this and looking at options.

10.2 Hut Duty

AF circulated the Hut Rota.

11. Date of Next Meeting Tuesday 26th March 2019 – apologies in advance from AF and JF

12. The meeting closed at 9.15pm