

Alsager Gardens Association
Minutes of Committee Meeting Held On 2nd April 2019

PRESENT

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

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| <p>1. APOLOGIES Derek Hough (President), Hilary Robinson (Membership Secretary)</p> <p>2. MINUTES of meeting held on 26th February 2018 approved.</p> <p>3. MATTERS ARISING – Reference to “Potholders” should read “Plot holders”</p> <p>4. Treasures Report</p> <p>Current Account/Cash in hand £3480 Reserve Account £4360 giving a total of £7840</p> <p>This Includes the Tesco Bags of Help Award @ 75% of the award ie £2445 which means working cash is £1035 at this point.</p> <p>Current Liabilities</p> <p>Auditor £108 KG Loach £128 Exp’s to Elsie Warrilow £40</p> <p>Rents Received £3655- equivalent to 113 x 1/2 plots, 1 x quarter plot and 2 x raised beds compared to last year £2903 (100 x 1/2 plots). This represent an increase over last year of £752 – made up of 13 x 1/2 plots, 1 x ¼ and 2 x raised beds</p> <p>Trading to date - £964 compared to £603 last year. An increase of £361 or 60% Subs to date -£551 from 138 members - compared with £402 from 115 members, an increase of £149 (equivalent to 23 members)</p> <p>Outstanding Rent - 20 X 1/2 plots not paid (maximum £600 outstanding)</p> | |
| <p>5. Trading Secretaries Report</p> <p>DS reported good trading so far. Stocks are good. Please let DS know if any stock is running out. We have purchased an alternative to Round Up, retailing at half the price.</p> | <p>ALL</p> |
| <p>Trading Hut Repainting in Anti- Graffiti Pain - Mark has prepped the surface, applied masonry paint and then Anti-Graffiti paint on top. We must just use warm water to clean - DO NOT USE DETERGENTS. He has done a very good job, turned up on time taking advantage of the very good weather. Cost slightly less as he used less paint than anticipated.</p> | <p>ALL</p> |
| <p>It was agreed that the AGA sign over the door of the Hut should be replaced and that the website address should be included. PH to obtain costings.</p> | <p>PH</p> |

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| Note DS not available after 11 th May | ALL TO NOTE |
| 6 Secretary's Report | |
| 6.1 New Homes Bonus Bid -We were unsuccessful with the New Homes Bonus Bid. PH to resubmit bid for second round of funding and apply to the Lottery Fund | PH |
| McCarthy & Stone are currently building Retirement Homes on the field next to Cedar Ave allotments and referencing the allotment sites in Alsager as a benefit in their sales pitch on their website. PH has approached McCarthy & Stone to support AGA in our quest to get electricity on site at Cedar Avenue in the sum of £5000. The electricity needs to be installed before repairs to the car park take place as it has to be brought in from the pavement area. Full technical details and estimate has been supplied by SP Energy Network. | |
| 6.2 Planning for Open Days 11/12 May 2019. | |
| PH has placed Notice in Alsager in Focus and Alsager Link magazine | |
| Thanks to DS for printing of posters -PH to organise distribution to local businesses, shops, library, 13 Club, St Gabriel's School, etc. PH to flag with DS week before Open days for Pam Spall to contact Radio Stoke. | PH |
| Details of organisational tasks were agreed: JF - refreshments and MH to organise the tea urn and electricity to site on day. Hilary R organise plant sale etc., Lesley Quartermain will support as able (Note Fleece may be needed) MH - Gazebo and tables DS Obtain Tombola drum MH Raffle and return of drum to Highfields | JF HR/LQ MH DS MH |
| This month (April) PH to contact Muriel Dale re photos on the day (01270 878281) PH to contact the Chronicle for news item in the paper and possible attendance on the day Week before event Emails to be sent to all members reminding them of Open Day and request help on day plus cakes, plants, donations for raffle, tombola etc. | PH PH PH/HR |
| Website to be updated PH | PH |
| Don't forget to remind callers at the Hut about Open Day and requests for goodies, plants etc. | ALL |
| DP confirmed the details of the floats to be provided- 3 x £30 made up as per document | DP |
| 6.3 Planning for Annual Gardens Competition | |
| It was suggested that a new category be instated for the Accessibility Raised Beds, and it was noted that all the raised beds on Cedar Ave are now let | PH |
| APRIL TASKS PH to arrange to meet with Elsie Warrilow to agree categories for Competition. Agreed no significant change to the Entry Forms but there is a need to add a note about GDPR and use of data. DS to arrange printing copies of the form PH arrange for Entry Forms to be available in Trading Hut and Town Council Offices | PH DS PH |

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| <p>MAY TASKS PH to construct the poster DS to print the posters</p> | <p>PH DS</p> |
| <p>COMMITTEE to distribute posters in Library, Shops, Civic, Radway Garden Centre,</p> | <p>ALL</p> |
| <p>6.4 Key Dates for 2020</p> | |
| <p>AGM It was agreed that the 2020 AGM be held on 11 February 2020 (subject to half-term) and it was agreed to start the AGM at 7.30pm</p> | <p>ALL TO NOTE</p> |
| <p>ALLOTMENT OPEN DAYS to be held on 9/10th May 2020</p> | <p>ALL TO NOTE</p> |
| <p>6.5 Trading Hut Site</p> | |
| <p>PH spoke of issues concerning the disrepair of the “Car Park” and lack of financial support from Cheshire to repair/maintain it. Re Trading Hut PH has explored documents from Land Registry but can find no documentation to confirm the legal position of the Trading Hut located on the land now owned by Cheshire East. There is no historical AGA information available. On reflection, DP seemed to remember that ‘books were kept’ and recalled an annual fee paid to the then Congleton BC. It was also felt that Melvyn Buckingham would have retained documentation as the then secretary. It was agreed that DP would examine the historical accounts to see what could be established and that PH would approach Melvin’s wife for any records still held. It was also agreed that PH should approach the NAS legal services for advice.</p> | <p>DP PH</p> |
| <p>6.6 Five Year Plan</p> | |
| <p>PH awaiting quote for the proposed new Tool Sheds at Talke Road and Coronation Ave. At Coronation Ave CCTV report is needed to consider any hidden pipework, drainage etc. should the tool shed be located to the right of the toilet building. A discussion on the sizes of the sheds took place and the possibility of Coronation Avenue having a smaller tool shed.</p> | |
| <p>6.7 Tenancy Issue</p> | |
| <p>PH reported on a tenancy issue regarding an uncultivated plot and other issues. The agreed process to monitor and review the plot has been completed. The current “shed” has an inappropriate base and position. Improvements have been seen regarding start of some cultivation. Evidence of this needed by May 2019. The Plot holder has been advised that 75% of plot has to be cultivated and has been asked to remove the door on the “shed”. Procedures have been followed with letters sent. There has been positive improvement at this point and a further review will take place in May.</p> | |
| <p>7.SITE MANAGERS’ REPORTS AND PLOT VACANCIES</p> | |
| <p>MIKE HUBBARD, CEDAR AVE. Last ARB (accessible raised bed) has now been taken. The area near the toilet building where we site the Gazebo for the Open Day has been levelled and flagged. Some plots have been given up at end of March, but most have been re-let. 2 x 1/4 plots free</p> | |
| <p>JOHN NIXON, TALKE RD 3 x 1/2 plots and 1 x 1/4 plots empty. Noted problem with badgers on this site. Two leaking taps, one has been repaired but may require replacement, labour will be free. Parts for two new taps were approved for the repair</p> | <p>JN</p> |

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| <p>MIKE SMITH, CORONATION AVE 2 X 1/4 plot empty, but one possible taker. A few more may be coming free shortly. MS reported that the Trees requiring pruning have now been “red spotted”. Outcome awaited. PH to request update from Town Council Eddie Attu.</p> | PH |
| <p>ADRIAN FORD, LAWTON RD 1 x 1/2 plot, 1 x 3/4 plot and raised beds available</p> | |
| <p>8 AGM REVIEW AND AGREE DRAFT MINUTES for subsequent AGM approval in 2020 Draft Minutes agreed. Consensus overall that AGM was a successful meeting, although perhaps a little too long. After discussion it was agreed to commence AGM at 7.30pm. Feedback indicated that people would prefer to have a summary report from the Treasurer to accompany the formal Accounts, in order to be better able to follow and interpret the figures. Documents in advance of the Meeting would be welcomed.</p> | PH DP |
| <p>9. ANNUAL SHOW 7 SEPTEMBER 2019</p> | |
| <p>Tasks as per Action List. DS distributed an outline copy of the Show Schedule, entry form and poster. All to review and feedback any alternations. A key action now is to establish Sponsors</p> | |
| <p>Noted- Entry Forms require Data Protection statement on use of personal data.</p> | |
| <p>It was agreed for the Show Committee to be convened on a suitable date prior to the next meeting, to determine actions. To include AP/DS/PH/AF. PH to action.</p> | ALL TO NOTE |
| <p>11. ANY OTHER BUSINESS</p> | |
| <p>MS reported that a member at Coronation Avenue wished to ensure that Keith Biggs received recognition for the work he had undertaken as Secretary to the AGA.</p> | |
| <p>PH reported that a letter of thanks has been sent to Keith Biggs in recognition of his work for the Association along with an offer to provide a social occasion in recognition of his work. Due to his illness the latter was not taken up.</p> | |
| <p>PH asked should we advertise regarding available free plots and there followed a discussion as to whether costs should be transparent. It was agreed that PH would try to get some news copy into the Chronicle.</p> | PH |
| <p>Discussion re rent demands for late-payers. Process must be consistent to all. The £5 late payment penalty to be applied.</p> | |
| <p>DP to send list of late-payers to Site Managers for them to chase. Action regarding any non-payments to be made at next meeting in May.</p> | DP JN/MS/ MH |
| <p>JN – requested a copy of the ARB criteria and request form. The form, which includes the criteria, can be found on the AGA website.</p> | |
| <p>12. DATE OF NEXT MEETING</p> | ALL |
| <p>TUESDAY 30th APRIL 2019 - 8.00pm</p> | |
| <p>13. CLOSE OF MEETING - 9.40 PM</p> | |