

RUSHDEN PERMANENT ALLOTMENT AND SMALL HOLDING SOCIETY LIMITED

Registered under the Co-operative and Community Benefit Societies Act 2014.

Register no. 3126R

E-mail rushdenallotments@hotmail.co.uk

Minutes of the Management Committee Meeting 21st October 2020

Attended:

Russell Jarvis	RJ	Dave Flook	DF	Ray Mc Donnell	RM
Anita Jarvis	AJ	Mark Cox	MC	Pasq Di Salvo	PD
Peter Swindley	PS	Pam Clark	PC	Shane Webster	SW
Angela Ballarano	AB				
Anita Medlock	AM				

The minutes for August and September have been discussed and agreed by all except PC

Proposed RJ

Second DF

Action points from previous meeting 16th September 2020			
Subject	Action required	Action Taken	By / Date
Treasurers Report			
Secretary's correspondence			
Alan Martin – BR entrance visibility / Mirror	To contact highways dept. To find out if we can erect a mirror	RJ – contacted Highways dept. Mirrors are no longer allowed. Have cut back vegetation as much as possible. Emailed Alan Martin 14/10/2020	RJ – AB
Adam Gumbrecht – East Northants Council – Bonfire complaint	Email and send letters to WR members Email policy to East Northants Council	Sent. 15/10/2020 Sent 28/10/2020	AB / RJ AB
Field Reports			
AOB			
Committee requested monthly accounts to be broken down in more detail	PD / RJ to organise for October's report.		PD / RJ
PD to become signatory on HSBC account		Completed	RJ PD AB

Secretary's Report and Correspondence 16/09/2020 to 20/10/2020

Date	sender	subject	Action required	By
16/09/2020	Marsh Commercial	Investor survey	None – we do not wish to partake	
18/09/2020	Lucy Hawkes	East Northants ; asking to use pigs / goats to clear overgrown greenway area	None - not advisable	
21/09/2020	Environmental Health	Visit to Washbrook Rd re: woodlice complaint	None – says it is all OK	RJ / DF
05/10/2020	East Northants Council	Consultation on local plan	None - nothing affects us at the moment	
06/10/2020	Washbrook Road Member	Giving up plot	None – son may keep it on? See what happens at next rent day.	
16/10/2020	Heather Rice	Selling rotavator and trailer	Put up posters at fields and on Facebook	AB
Permissions				
24/09/2020	Washbrook Road Member	Wants to reduce plot by half next rent day	None till March 2021	
09/10/2020	Bedford Road Member	Wants to swap plot with neighbour that already has chickens.	Contact her to advise her to keep the chickens on the new ground.	AB / RJ
12/10/2020	Highfield Road Member	Request to keep chickens	Permission granted, but must put on own plot. Can not take on Steven Bales vacated plot. Email and RJ to speak to her	AB / RJ
21/10/2020	Bedford Road Member	Replace shed for new 6ft x 8ft and add fruit cage 32ft x 32 ft	Permission granted. To send email.	AB

Warning letters

Name	Field	Polite letter requested/sent	Outcome	1 st letter requested / sent	Outcome	2 nd letter requested / sent	Outcome
	HR	Sent 26/06/2020		27/07/2020	monitor		
	WR					03/10/2020	Leaving 07/10/2020
	WR	Polite letter 03/10/2020	Leaving 09/10/2020				
	BR			03/10/2020	Wants to stay 07/10/2020		

Treasurer's Report

The committee requested a full breakdown of the monthly accounts by each field in more detail. RJ suggested that it should start at the beginning of new accounting year which starts in November 2020.

A discussion was had about how the society got to £2.50 per pole from £1 pole a few years ago. RJ says this was done over a few years so as to keep the Society's account in a healthy position.

Troidos Investment - due to be renewed. They are offering 12 month fixed rate of £0.4% . PC said can we look around before we re-invest.

HSBC

PD still being added to the bank mandate

Field Reports – *not discussed*

Highfield Road

Washbrook Road

Bedford Road

Grafton Road /Small Holding

Store/Rota – *not discussed*

Health and Safety – *not discussed*

Any Other Business

Letter from Alan Martin received by hand 21st October 2020 at the meeting.

Alan Martin has applied to be co-opted onto the Committee. It was discussed by the committee and was voted 6 for 3 against.

Alan is to join the committee.

A letter from Pam Clark received by hand 21st October 2020 at the meeting. A copy of the letter is at end of these minutes.

AB proceeded to read the letter to the Committee.

After reading it it was agreed that all committee members should have time to read the letter themselves to be able to fully discuss the issues that have been brought up and that it will be added to the agenda of the next scheduled meeting on 18th November. It was noted that there were some very important and serious allegations being made.

Items that were brought up include:

- Road plaining costs and quantities.
- Extra loose compost purchases during March/April lockdown. That DF had been accused by another member of selling compost at 49p more than he paid for it. That PC and DF would like an apology for the comments.
- Any purchases or orders that are being made should be emailed to the committee at least 24hrs before hand.
- Proposition by PC that AM, DF and PC should take on the responsibility of stores ,potato and seed orders and inform committee of cost increases in the shop to be discussed before increasing.
- Julie Joslings request for keeping Poultry.
- Rudeness/ nastiness in emails
- Tractor incident is raised as a separate meeting
- Field maintenance outside normal general maintenance be carried out by MC

- Enquiry into this years account discrepancy
- Enquiry as to where the shop coffee money is
- Discuss using Zoom for meetings
- Emails access – that DF should have access
- Fitting of tap at BR
- RJ field hours being claimed /Capping hours/ setting budgets

Other discussions:

Email access – RJ says has spoken to ICO and that as he understands it, all the members and share holders would need to be informed, and have to opt in to agree, that the Vice Chairman be added to have access to the emails.

AB suggested that another member contacted the ICO to confirm this, but no one came forward.

The Policy says that the Chairman, Secretary and Treasurer have access to all data and that Field Stewards have part access to data.

The Committee felt that the Vice Chairman should be added anyway doing whatever is required to get it done for next month.

The Committee voted 7 for and 2 abstain that DF should have access anyway

SW suggested to add Mail Chimp so that Committee can see emails.

When is key change due?

PC suggested that due to leavers not returning keys, should we have a key change or have locks with codes?

Hedge trimmer repair or replacement required By RJ

Committee decided that he should wait till next meeting as it was almost 10pm

AGM for next year

RJ – suggested that thought should be given as to whether we have a postal vote or re-arrange for a later date due to the Covid 19 situation. It was decided that we should not have just a postal vote, but have a full AGM when it is safe to do so.

It was decided that we should make a final decision of what we should do by beginning of December, before the members letters go out.

COVID situation

PC Suggested that the latest Covid situation should be reviewed every month.

Kings seeds shallot price

£14.50 2.5 kg bag

£14.50. 5kg bag. Confirmed correct on Kings seeds order form

Meeting Closed 22.00

It was agreed to have an additional meeting to allow the Committee to catch up on some items that have been carried over for several months, so as to clear the backlog on the agenda.

Date of additional meeting Wednesday 4th November

Date of next meeting Wednesday 18th November

Rushden Permanent Allotment and Small Holdings Society Limited
Income and Expenditure Account

Expenditure		Income	
Anglian Water	3,365.84	Annual Rents	11,617.85
Printing, Stationary and Postage	399.26	New Rents	1,002.25
Floats for stores and rent day	0.00	Floats for stores and rent day	0.00
Stores Purchases	10,241.00	Stores Sales	12,591.37
Field Hours £	1,565.04	Ploughing, rotavating, topping	55.00
Field Machinery (Fuel)	197.69	Rent card / website sponsorship	0.00
Official documents, etc	0.00	Donations from members	0.00
Tractor Hours	0.00	Machinery/accessory sales	0.00
Tractor Fuel 18-19	0.00	Replacement/Additional key	3.00
Locks and Keys	216.40	Sales of pre-loved & ex stock	0.00
Field / Property Maintenance	4,091.69	Kings seeds	0.00
Website / Publicity	64.79	Seed Orders 2020	2,444.23
Professional Fees (accounts,etc)	936.00	Brittons Potatoes18-19 nets	1,130.25
Gifts / rewards / donations	70.00	Misc Income / short	200.00
Equip't Repairs & Servicing	143.66	Transfers from deposit accounts	4,500.00
Insurance and Safety	706.95	Assoc. Mems	25.00
Hire of halls and refreshments	54.00	P in the P - Rushden Council	0.00
Equipment purchases	24.99	Wayleave Consent - WPower	2.50
Field Steward rewards	250.00	Socials	0.00
E.ON & Telephone	98.94	Water Licence	825.00
Officer (Sec/Tres) payments	1,709.55	Anglian Water Credit	0.00
Tax - HMRC Corp. & FCA	0.00		
Key and share returns / refunds	26.00		
Grafton Rd - refreshments	0.00		
Party in the Park Talk / hall / raffle	0.00		
Payment to Kings Seeds (orders)	1,249.88		
Britton's Potatoes	0.00		
Good gardening rewards	0.00		
Fencing at Washbrook Road	0.00		
Seeds	0.00		
Bank charges	0.00		
Transfer To Deposit	4,500.00		
Asbestos Removal	0.00		
Misc	0.00		
Short	39.00		
	29,950.68		34,396.45
Income over Expenditure	£4,445.77		
Balance as at 19/10/2020			
Income and Expenditure Account at 31/10/19		Cash with Cashier	
HSBC Current Account	£106.88	HSBC Current Account	£5,592.97
Cash	£1,158.60	Cash	£118.28
Income over Expenditure	4,445.77		
	£5,711.25		£5,711.25
		Investment Accounts:	£174,308.43

**Secretary & Committee Members
Rushden Permanent Allotment
and Small Holdings Society Limited
7 Portland Road
Rushden
Northants
NN10 0DJ**

Monday 19th October 2020

Dear Secretary & Committee Members,

I am putting my complaints and objections in writing so as not to be misconstrued when minutes are made and I suspect corrected by Russell Jarvis. I also feel that as the meeting are being filibustered by Russell, serious matters are NOT being discussed as by the time the agenda is approached the meetings are closed due to time.

Firstly I expect my letter to be published with the next set of minutes and am very happy for my Name to be published alongside so ALL members are aware of what is actually occurring within the committee...Its about time they were made aware of a few truths...

I feel Russell has now been Chairman for 8 some years and feel he is hiding things from committee members and members alike for what gain I am unsure of.

A fair few of the committee members were concerned that the requested plainings for 'repairs' at Bedford Road Site would not be adequate enough to make the repairs long lasting. I find it incredulous that even though I requested for three separate quotations for the works to be carried out by trusted companies who are trained and skilled in this area of works, however, Russell took it upon himself to assume he knew best. I have since been told that Russell has allegedly been saying we(the committee) would not agree to invest in the road and wouldn't allow him to have the road done properly.... another example of the lies Russell will not admit making. Please confirm how much it has cost the society for the works undertaken. Russell made the case that the contact Mark Cox raised for the £17 a tonne price was not available when called, when in actual fact there was still a high amount available just not quite 100 tonnes. why didnt we order as much as we could from Marks contact and then the rest from the other?

I would also like to take this opportunity in reminding everyone that on the rare occasion we did receive email responses from Russell, this was to object to the original agreed amount of one tonne (proposed and voted) and an additional £80 for for further crushed tarmac to fill in the craters that washbrook road so desperately needed filling.

Minutes & Positions

When the minutes for the meetings are raised, are they perused by Russell First so he can correct them to his advantage?

I would like to draw everyone's attention to the minutes of the meeting held on 4th July 2019, Secretary's Report and correspondence, No.2

Email - Julie Josling - Request to keep Chickens and Ducks.

RJ Said there were no Plots available to keep Chickens at BR. He expressed concerns that during the winter months Ms Josling rarely came to the Allotment, she will be reminded of the need to attend livestock daily.

This totally contradicts RJ saying he NEVER said Julie Josling couldn't have chickens and that he doesn't pressurise people to only have chickens to the 'designated area'.

I would also Like to clarify that at NO point did Russell comment that some of the emails were of a "nasty" nature when in fact it was myself that said that some of the emails were Rude towards people! I am happy for all my emails to be published to the members so they could clearly see how many questions were ignored by Russell and the rudeness of Anita Jarvis was to the point where I had to remind her to be professional.

I would like to go further to add to RJ's additional quote on the minutes "that as he was the only signatory on the account no one else could do anything" was not said in the meeting at all and absolutely has no bearing to what I was saying with regards to the amount of control he has over the running of the society.

Russell needs to stop behaving like a boss and realise the Committee are there to bare the responsibilities of the running of the society as it says of the website:-

We are an Independent Society, run by the members for the members....

It doesn't state run by the chairman for the chairman.

I propose that Anita Medlock, Dave Flook and myself (Pam Clark) take on the responsibility of the stores and any potato and seed orders from now on.

I propose that The Tractor incident is raised as a separate meeting as Russell did not receive any discipline through his dangerous use of the tractor to Mark Cox - a full investigation should be made regarding this....Again Russell does as Russell likes without being accountable for his actions! I feel this has been brushed under the carpet and NO OTHER COMPANY WOULD PUT UP WITH THIS BEHAVIOUR!

I Propose that all Field maintenance outside the normal General maintenance is to be organised by Mark Cox.

I would also like Russell to tell the Committee WHY he continues to go against decisions that have been correctly proposed and voted for.....

There should also be an enquiry as to how it was possible to make an error of £1000.00 to the figures and how it has been missed in the bank balances? surely this would be £1000.00 less and why when Russell Jarvis has been doing the accounts alone hadn't noticed this - Russell meddling the accounts from John Bowermans departure has left himself wide open to accusation - i did forewarn this in several emails when I said Russell shouldn't touch the accounts without supervision from the vice chairman. This is a serious matter that needs addressing urgently. I also do not recall a proper voting taking place to temporarily appoint Russell to this role...But then as he was spectacularly ignoring all emails relating to this I feel the committee were and still are swiped aside without proper protocols taking place.

I would also like to know where and how much money went missing from the donation pot? not having access to count it I don't know, Russell should know this if he officially gave it to John to bank....It was noted that when Russell moved around the store to accommodate a large order of compost, this is when the till area was sorted and the pot was emptied..... I have spoken to John Bowerman regarding this and at NO point has Russell ever given him any funds from said pot. As the members are gracious enough to give us money, it would be nice for them to know it hasn't

been taken for personal gain.

There should also be a contingency plan put in place in case of a further lock down. that Zoom is used to continue meetings in case we are unable to have a physical meeting in the future - This is to stop the Chairman taking it upon himself to do what ever he likes as he did in the first lock down.

I would also like to clarify as the minutes are still incorrect to Russells accusations towards me ordering in loose compost:-

Both Dave Flook and myself ordered in some loose compost as there was None available to the society and Russell could not confirm if there was likely to be any more for a while. we did not do this for personal gain, nor did we refuse any field purchasing of said compost. It was advertised to all fields on the Facebook group. I was not going to inform Russell personally of this as whenever I have attempted to call him he NEVER answers his calls from me. As I had placed the information on Facebook Russell would have been welcome to purchase some for himself like every other member on all fields

Then there is the matter of the emails:- as a Committee it was voted and passed that Dave Flook should receive login details for the email account - simply update the GDPR document to include Vice Chairman to the statement where applicable. I don't understand WHY it so difficult?? Many other companies manage it when our little member society can not because Russell is either hiding something or the need for control is that over powering its is effecting the running of the society.

I would also like clarification as to when the Committee decided that a payment of £35 should be made to a member for adding a tap to the trough on Bedford road at the request of Alan Martin? in his written communications, he states that he would be happy to have the tap installed at his own expense?

Then there are the field hours...

WHY out of all the fields is Russell the only one who is claiming the most??? £995.15 Russell has claimed just in field hours alone! when other fields do not? then there is additional payments for Secretarial works and a further £100 bonus...Washbrook Road hours a mere £238 for the financial year.

Last year a total of £1,461.17 was claimed in field hours for Bedford road plus all the hidden extras that we dont know about

Highfield road in 2018-2019 £1310.10 and again in the rear washbrook road £869.18

Russell is always boasting of all the help he receives from members for things being carried out yet the figures do not lie.... its 10% plus of the rents taken in

Perhaps i am wrong but Bedford Road is not that big by comparison to Washbrook and Highfield Road - so would be interesting to know why there is so much money bleeding out on field hours?

Perhaps a discussion should be made as to capping the amount of hours in a budget to avoid hikes in the rents.... since Russell assumed the position of Chairman from Vice Chairman we have had a 150% rent rise.....is this coincidental??

I conclude that since I have been on the committee Russell has informed us of large stock quantities going missing, Figures being incorrect and money going missing, yet

he has full Control over every aspect of the running of the society, so I can only assume that either he is very incapable of holding that responsibility or he is using the society for personal gain.

I trust that all the issues are discussed and actions put in place.

Yours Faithfully,

Mrs P Clark
Committee Member & Member of Rushden Allotments