

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

Field Minutes of the Management Committee Meeting Held on Wednesday 20th November 2019 at Grafton Road Rushden

The Chairman opened the meeting at 7:00pm

Present:

Russell Jarvis	RJ	Dave Flook	DF
Anita Jarvis	AJ	Anita Medlock	AM
Pam Clark	PC	Mark Cox	MC
John Bowerman	JB	Dave Craker	DC

Apologies:

Peter Swindley, Keith Jackson

The minutes for 16th October 2019 were discussed. PC disagreed with the position of a sentence. DS to move the sentence and reprint before signing and issue.

There were no action point from the last meeting.

Secretary's Report and Correspondence

1. Email – Wife of a member – reply to warning letter for a member.
The contents are noted and future cultivation to be monitored.
2. Email – A member– Request for permission for a shed.
Agreed, letter to ask if it is to replace current shed and to position next to it if not. Fruit cage approved.
3. Email – Neil Jarvis – Request for proof of ownership on land on Alexandra Road.
RJ has spoken to Mr Jarvis and told him he will need to contact Land Registry for the information.
4. Email – A member – Request permission for a poly tunnel.
Agreed.
5. Email – A member – 'Allotments on line' request for information.
RJ has spoken to him.

Treasurer's Report

- The Income and Expenditure Account shows the preliminary End of Year position.
- The bank balance shows £106.88 with £1,209.17 Petty Cash including £200.00 float for additional work at Washbrook Road.
- Any claims for Field hours worked or expenses before the end of October should be submitted as soon as possible.
- The final accounts need to be submitted for Audit by the end of the first week of December.
- Transactions from the 1st November will fall into next year's accounts and will be presented at December's meeting.
- JB asked for any comments or questions, there were none.
- The biggest expenditure during the year was the fencing at WR, removal of asbestos from all fields and the new shed for the tractor at Grafton Road. The stores have made about £1500 profit. There is £5K of stock in stores. The accounts need to be submitted by the beginning of December, ready for submission to FCA and members.
- JB asked for receipts or the return of petty cash for the work started on the fencing at WR.

- DF asked whether Anglian Water had refunded anything after the water leak they agreed was their fault. JB said he needs the dates that apply before he can contact them to do anything. **AP DF**
- Rent Day agreed to be 28th March 2020. To be held at Grafton Road stores as last year. The spreadsheet must be up to date on the day.

Field Reports

Highfield Road

- Nothing to report

Washbrook Road

- Nothing to report

Bedford Road

- Nothing to report

Grafton Road /Small Holding

- Nothing to report

Store/Rota

- DF suggested the GR stores be closed all of January as it is not worth opening as there is very little footfall.
- A new price list has been produced.

Health and Safety

- Nothing to discuss.

Any Other Business

- RJ raised an issue from September meeting when AM said that Bob Cowper had given up participating at the stores because RJ had altered spreadsheets. He has spoken to Bob and was assured this was not the case and was upset by the allegation. He has checked the spreadsheets and there are no records of any changes being made by him.
- RJ asked why, while helping in the stores on 21st September AM had removed a single cable tie from a pack of 10. Therefore making the packet incorrectly labelled. This kind of thing means the stock records are incorrect and can cause problems later. AM could not remember why she had done that and asked why RJ was watching what she was doing. She questioned why he had not said something at the time, to which he responded that there were other people present and he did not want to cause embarrassment, in future, he will bring up any issues immediately. AM said that since RJ had taken over the ordering etc. of the stores he had kept everything to himself, keeping hold of the cash box and only standing behind the counter. She was very upset and asked what he was accusing her of? RJ didn't comment further.
- The Celebrate Rushden to be held 6th to 14th June 2020.
- The meeting due on 18th December will take place, without the presence of the Secretary.
- The January meeting will take place on 22nd January and the February meeting will be early on 12th February due to the AGM.

- The AGM will be held on Tuesday 18th February 2020. Two committee members are up for re-election and there is one vacancy.
- PC asked the Committee to thank Tony Fardon, Anita Medlock and Mark Cox for all the work they did after the break in to return items and tidy up.

Meeting Closed 20:15

Date of next meeting Wednesday 18th December at 7:00pm

Signed_____

Counter signed_____

Date _____

Action points Meeting 20th November 2019		
Subject	Action required	Action Required
Treasurer's Report	Provide receipts and return petty cash for the work on the fences at WR.	Mark Cox
Treasurer's Report	Provide dates affected by the water leak at WR in order to claim a refund.	Dave Flook