

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 21st August 2019 at Grafton Road Rushden

The Chairman opened the meeting at 7:00pm

Present:

Russell Jarvis	RJ	Dave Flook	DF
Anita Jarvis	AJ	John Bowerman	JB
Dave Craker	DC	Mark Cox	MC
Keith Jackson	KJ	Peter Swindley	PS
Pam Clark	PC		

Apologies:

Anita Medlock

The minutes for 24th July 2019 discussed and agreed.

Proposed KJ
2nd DC
All Agreed

Action points Meeting 24th July 2019		
Subject	Action required	Action taken
Field Reports: Highfield Road	Write to nursery to remind about parking. Obtain 'No parking' signs	Complete Complete
Field Reports: Highfield Road	Write to a member to tell him to remove ferrets from the allotment	Complete – Ferrets removed

Secretary's Report and Correspondence

1. Email – A member – request to keep chickens.

Discussed, agreed that the member must wait for the required 2 years.

2. A new applicant – Request a plot on Grafton Road.

RJ has replied offering him another field, but he is keen to wait for a plot at Grafton Road

3. Email – A member - Intention to give up plot.

Noted. An acknowledgement email to be sent.

4. Emails – three members – Intention to give up plot.

Noted.

5. Email - Jo Cordell – Promote the Dean and Shelton Show.

A leaflet will be displayed at the fields.

6. Email – A member – Proof she has worked plot.

Noted.

Email – A member – Complaint about neighbour's bushes.

DC has already dealt with this.

Treasurer's Report

- The actual bank balance now stands at £2,315.54 with £270.82 Petty Cash including £200.00 float for additional work at Washbrook Road.
- No significant expenditure or income this month.
- The reduced Petty Cash from last month is due to the transfer to the bank and some transfers into the investment accounts.
- I have reconciled the Anglian Water accounts to include credits against the accounts. Therefore, the Anglian Water Credit figure is reduced to zero and the Expenditure figure is reduced to reflect the taking up of credits. There is still a small amount of reconciliation to carry out.
- Stores sales are doing well.
- The Bank and Petty Cash balances shown above are actual balances to date.
- The Committee agreed to pay the field stewards their fee for key holding etc.

Field Reports

Highfield Road

- 2nd Letter required for a member.

Washbrook Road

- Two members have left and their plot divided in to four and let to new members.
- DF has had no contact from a member. He has not removed his expensive shed and DF is concerned about letting it go without knowing if he wants it. The rules state if he has not cleared his plot within the required 7 days, any property left reverts to the society. DF will try to contact him. He will split that in to three plots.
- DF has been keeping tidy, the plots of members with ill health

Bedford Road

- Nothing to report this month.

Grafton Road /Small Holding

- Nothing to report this month.

Store/Rota

- 700 vac pots have been donated to the store. These will be sold and donate half to the children's school. RJ said the growing the children were doing is successful with the help of a few volunteer members.
- Bob is intending to give up the work he does for the stores. RJ will take over.

Health and Safety

- Nothing to report this month.

Any Other Business

- 15th September is the Heritage Fun Day at Rushden Lakes. The society will provide a stall and show produce from the fields.
- RJ awaits information from the local Historical society about the food fair the society participated in last year.

- The Council have asked whether any one wants to start a 'Rushden in Bloom' for the RHS Britain in Bloom campaign. There were no takers.
- RJ asked that as the end of the year approaches field stewards get all their paperwork for leavers etc. up to date. DS will prepare a list of those she is aware of for the next meeting.

Action DS

- PC has not had much of a response from her enquiries to non- members on Facebook. She will delete them, when they contact she can check which member they are linked to.
- RJ asked that PC check the members to ensure they are all bona fide and there are no 'scam' members.
- RJ asked MC when he had noticed the back of the tractor shed fascia had been prised out of shape. MC said he had remarked on the fascias and the finish of the shed only. RJ said there had been no repeat of water leaking and since been sealed and re-painted. The Committee inspected the shed. It was agreed there are some areas that need attention. JB said he would like to be at the meeting with the builder when he attends to discuss what is needed to finish off the shed.
- DF asked for his old plot books back, as was agreed at a previous meeting. RJ was concerned the books contravene DPR because of the inclusion of ex members. He asked DF to specify what he needed the books for so he can add this to the society DPR statement. There was a discussion on the need for the books as field stewards had information on their printed sheets. JB said at the previous meeting it was agreed that there was nothing in the books that contravened DPR because the information had been given freely by the member when applying. It was sufficient to note 'ex member' against those who had left. DF said he had written notes in his book that he found useful. RJ did not have his keys with him so was unable to provide the books at the meeting.

Meeting Closed 20:35

Date of next meeting Wednesday 21st August 2019 at 7:00pm

Signed _____

Counter signed _____

Date _____

Action points Meeting 21st August 2019		
Subject	Action required	Action Required
Any other business	Prepare a list of members requiring 'leavers' forms.	Dee Smith