

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.ukField Minutes of the Committee Management Meeting Held on Monday 14 March 2022Masonic Hall, Rushden

The Chairman opened the meeting at 7.35 PM

Present:

Russell Jarvis	RJ (Chair)	Dave Flook	DF (Vice Chair)
Anita Medlock	AM	Mark Cox	MC
Peter Wright	PW	Pasqu Di Salvo	PDS (Treasurer)
Peter Swindley	PS	Anita Jarvis	AJ
Shane Webster	SW		

Minute Secretary

Jayne Evans JE

Apologies

John Lowe JL

1. Minutes from Previous Meeting

Proposed PS

Seconded DF

2. Actions From Previous Meeting

No colour = new action this meeting/action from previous meeting modified

Red = action not started**Amber** = action in progress**Green** = action completed*Note - numbers not sequential, completed action numbers removed from table*

Action No	Date arose	Subject	Action Required	Action Taken/agreed at meeting	Person responsible	RAG status
2.43	18/10/21	Facebook Group	Investigate how the Society Facebook Group can be set up independently.	Following a committee vote, RJ will create a new Society Face Book page	RJ	Action in progress
2.46	15/11/21	Communal composting facility	Communication was sent to North Northamptonshire Council and waiting for a response.	Report back at next meeting	SW	Action in progress
2.51	17/01/22	Speaker for event	Russell Attwood is available to provide a talk at the Masonic Hall which has rooms available for 30 & 31 May and 1 June.	To confirm dates with speaker and Hall and to report back at next meeting	RJ	Action in progress
2.52	07/02/22	Letter to Member	Has appealed but has not been down to the field since his letter.	Vote taken – result was the expulsion will stand and his plot will be reallocated. Letter to be sent to member to inform him he has 7 days to clear his plot	RJ	

2.43 Facebook Group

Previous action dated 17/01/22-review after AGM

RJ proposed to set up a Society Face Book Group that is not attached to an individual. SW informed the meeting that an account that everyone (on the committee) has access to can be set up and it will be

possible to create a 'Society Group' from that account. RJ stated that the shop and Society events can be advertised on the new Society Group. AM informed RJ that there was no reason why these items could not be advertised on the existing Rushden Society Face Book group and that she would update the group's membership details if she was provided with the details of the current members.

RJ expressed concern he has been 'blocked' as he cannot always see all of the comments. RJ reports that some members have left the Face Book page because of bickering. AM who is an administrator for the Rushden Allotments Face Book group confirmed that no members at all had been 'blocked' and that the Group membership was increasing every week (158 members as of the meeting date). It was suggested that RJ check his settings. RJ reported that he considers that he was implicated in the removal of a candidate for chairman's voting publicity notice via a post on the current Face Book page. PW stated that he had not implicated that RJ had removed the notice.

PW asked what the role of a moderator involved- SW explained that a post has to be approved before it is put on the site, although the moderators do not have to approve the comments made against each post thread.

Kay Jackson who originally set up the group, will be leaving the society as of 19 March. AM reported she will ask Kay to transfer the ownership of the Group to the other moderators.

SW and AM attempted to remove Kay Jackson during the meeting but were unable to do so.

PW requested that there should be a moderator from each field.

MC and AM expressed concerns that if RJ creates a new Facebook group he will be in overall charge of the group and that this would mean that RJ had sole control of 90% of the Society.

Vote taken on whether RJ should set up a new Society Facebook page

5 for the proposal (RJ, AJ, PS, PDS, PW)

2 against the proposal (MC, AM)

2 abstentions (DF and SW)

Agreed Action 14/03/22- RJ will set up a new Facebook group

2.46 Communal composting facility of fields

Previous action dated 17/01/22- **SW to investigate possibility of the council providing containers.**

SW-reports that the council has acknowledged receipt of his communication and he is now waiting for a response

Agreed Action 14/03/22- SW to report back at next meeting

2.51 Speaker needed for the Celebrate Rushden 2022 event in April

Previous action dated 17/01/22 – to review after the AGM

The celebration will be over 2 weeks from 28 May. There are not currently have many events booked on the evenings of 30, 31 May and 1 June. Russell Attwood is a speaker who specialises in pumpkins and other gardening related subjects and he is available any of the three dates. There is no charge for the Society as the Town Council pays for the speaker and the hire of the room.

Agreed Action 07/02/22- RJ to confirm and report back at next meeting

2.52 Warning letter to be sent to member

Previous action dated 07/02/22 – letter 2 to be sent to member who has not responded to letter 1

DF- reports that member has not been down to the field since he sent his appeal letter which was received on 10 February.

Decision made that the expulsion will stand. A letter will be sent to the member informing him that he has 7 days to remove any of his belongings. DF will offer to sell his greenhouse etc to the new plot holder

Vote

All 9 committee members voted that the expulsion will stand

Agreed Action 14/03/22-letter to be sent informing member that appeal has been considered and rejected by the committee and giving him 7 days to remove any belongings from his plot which will be reallocated.

3. Secretary's Report and Correspondence

3.1 Permission Requests

None this month

3.2 Correspondence

Item No	Date	Field	Member	Details of Correspondence
3.2.1	07/03/22	WR		Appeal against expulsion from the Society

3.2.2	07/03/22			North Northamptonshire Council – Notification of appeal against planning refusal. Ref: 20/01443/OUT – Use this reference to look up documents at East Northants Planning website.
3.2.3	13/03/22	WR		Wants to downsize her plot (currently 5 poles)
3.2.4	13/03/22		Request to be put on waiting list	Ex Bedford Road has requested to be put on the waiting list, however he was expelled from the Society in 2019.
3.2.5	13/03/22		Request for small holding land via telephone call to RJ	Ex Washbrook Road Member has requested for small holding land to relocate her horse to as she was losing her current field due to solar farm development, however she and her and her husband were expelled from the Society in 2019.
3.2.6	13/03/22		Daughter of ex WR member	Emailed in requesting to go on waiting list for smallholding land.

3.2.1 - see 2.52 expulsion will stand

3.2.2 - The landowner has appealed to the refusal of permission to build another property in the land adjacent to the part of Alexandra Road that is owned by the Society. AM concerned that if the landowner drives lorries on the Road, it will damage the surface. MC asked about the gate that was erected by the landowner without the Society's permission. RJ reported that the gate has been reinstalled after it was removed by the Society and that because the land is registered to the Society the landowner will not be able to claim the road as his land despite erecting a gate. AM was concerned that the landowner may have Grandad rights if the fence and gate have been in place for a certain number of years, however, RJ reported that this has been checked by the solicitor who confirmed that the area concerned on Alexandra Road is registered with Land Registry as belonging to the Society.

Decision taken to write to the landowner to remind him that he needs to remove the gates.

3.2.4 - P Lorimer-George to be informed in writing that anyone who has been previously expelled from the Society will not be considered for readmission.

3.2.5 – Ex Washbrook Road and her husband were previously expelled from the Society from WR in 2019. She has been informed by RJ that there is no small holding land available as the Society's land is currently full.

3.2.6 AM has been approached by Daughter of ex WR member to ask if it would be possible if she could share land with Current tenant who already rents small holding land. Current tenant has agreed to share the land so that the Daughter of ex WR member can stable her horse. RJ stated that this person would need to have a separate contract and that the current tenant and this person would have to share the water meter costs. AM to inform this person that she would have to submit her request to share in writing along with a written agreement from the current tenant.

4.0 Member's Secretary Report – new members and leavers

Field	New Members	Field	Leavers
BR	1	BR	3
HR	3	HR	2
WR	1	WR	3

4.1 Vacant plots and number of applicants needed

Field	Number of vacant plots	Number of current prospective members field steward already has	Number of new applicants needed from membership secretary
WR	144 poles	3	Angela is already preparing another 7
HR	1	1	0

4.2 Waiting lists

Number on list (as of 14/03/22)	Date of longest on list
No report available	

5.0 Warning letters

Warning Letters							
Name	Field	Polite letter sent	Outcome	1 st letter sent	Outcome	2 nd letter sent	Outcome

	WR	Modified sent July		Sent October		Sent in February	Appeal letter received, committee voted that expulsion would stand (3.2.1 and 2.52)
	WR	Sent in October	Has rotated plot – remove from warning letter list				

6.0 Treasurer's Report (Appendix 1)

INCOME:

Store sales added:

GR £ 827.90

WR £165.80

BR £174.85

HR £ 229.60

EXPENDITURE:

Significant Expenditure

Direct Sales Plant re: Tractor service £775.08 on 10th March

Growell Invoice paid 3rd March for £522.60 for stock purchases - Poultry manure etc

Latest Bank Account Balances:

HSBC Community Account £454.35 (as per Treasurers Report)

Investment Accounts: Breakdown

HSBC Business Money £ 7,502.23

Barclays Premium Account £ 18,909.11

Redwood Account £ 63,730.00

United Bank £ 81,295.58

Total in Investment a/c £171,436.92 (as per Treasurers Report)

UPDATE on Rent Revenue

Approximately 52% of rents have been paid as of 14/03/2022. Final date for rents to be paid is 19/03/2022

From 01/04/2022 – basic wage to be increased to £9.50 per hour.

RJ informed the Committee that the stores had made a profit of £338 up to 11th March

7.0 Field Reports

7.1 Highfield Road

R Adams – has vacated her plot (see 4.0)

There are 5 available plots on the field.

JL will not be around for a few weeks so RJ is covering HR

7.2 Washbrook Road

The tractor is needed to plough the large area of land that has recently become available - RJ and DF to liaise about a day next week (week 21 March).

7.3 Bedford Road

Nothing to report

7.4 Grafton Road /Small Holding

Nothing to report

8.0 Store

A supply of chicken pellets has been obtained

9.0 Health and Safety

Nothing to report

10.0

10.1 Items put forwards prior to the meeting

None

10.2 Items put forwards during the meeting

10.2.1

Access to other fields

PW - asked if he could contact the field stewards of the other fields so that he can look round. RJ agreed that this is ok, however, not for HR at the moment as JL is unavailable

10.2.2

Pond area at HR (suggestion that was raised at the AGM that a pond should be created in an area of HR field that frequently floods)

RJ - suggested that the committee arranges a meeting with the members of HR with the aim of supporting them to organise the creation of the wildflower/pond area. There is some thought that the flooding occurs because the area used to contain a pond many years ago.

10.2.3

AM - enquired about access to the security cameras. RJ to provide the password.

11.0 Dates of next Committee Meeting

Monday 11 April 2022 7.30PM (date should have been on Easter Monday 18 April), therefore it has been bought forward one week).

Significant dates

Rent Due by Date Saturday 19 March 2022

Meeting Closed 9.30 PM

New Actions from this meeting		
Subject	Action Required	Person Responsible
Gates across Alexander Road	Write a letter to the landowner to inform him that the Society requests he remove the gates	RJ
Request to go on waiting list from previous expelled member	Write a letter informing ex member that the Society will not accept requests from anyone who had been previously expelled.	RJ
Verbal request to AM to ask if it is possible to share small holding land (as of 3.2.4)	To inform the person that she needs to put her request in writing and submit along with written agreement from current tenant	AM
Creation of pond on the HR field	Committee to arrange a meeting with the HR members to support them organising the creation of the wild flower/pond area.	All
Password for security camera WR	AM to be provided with the password for the security camera at WR	RJ

Signed _____

Counter signed _____

Date _____

Appendix 1 - Treasurer's report

Rushden Permanent Allotment and Small Holdings Society Limited					
Income and Expenditure Account					
Expenditure			Income		
Anglian Water	704.35		Annual Rents	5,810.25	
	BR	162.52	New Rents	366.00	
	GR	9.60	Floats for stores and rent day		
	HR	161.01	Stores Sales	1,723.90	
	WR	337.09		BR	249.25
	Hay	34.13		GR	984.30
				HR	270.10
				WR	220.25
Printing, Stationery and Postage	370.83				
Asbestos Removal	-		Ploughing, rotavating, topping	20.00	
Stores Purchases	620.60		Rent card / website sponsorship	-	
Field Hours £	-		Donations from members	-	
	BR	-	Machinery/accessory sales	-	
	GR	-	Replacement/Additional key	9.00	
	HR	-	Sales of pre-loved & ex stock	-	
	WR	-	Seed Orders	-	
Field Machinery (fuel)	-		Brittons Potatoes	-	
	BR	-	Misc Income	-	
	GR	-	Transfers from deposit/investment accounts	65,731.86	
	HR	-	Assoc. Mem's	-	
	WR	-	P in the P - Rushden Council	-	
Official documents, etc	-		Wayleave Consent - WPower	-	
Tractor Fuel	-		Socials	-	
Locks and Keys	68.56		Water Licence	575.00	
	BR	3.25			
	GR	-			
	HR	65.31			
	WR	-			
Field / Property Maintenance	64.94				
	BR	64.94			
	GR	-			
	HR	-			
	WR	-			
Website / Publicity	-				
Professional Fees (accounts, etc)	960.00				
Gifts / rewards / donations	-				
Equip't Repairs & Servicing	775.08				
Insurance and Safety	532.55				
Hire of halls and refreshments	110.00				
Equipment purchases	-				
Field Steward rewards	-				
EDF	37.18				
Officer (Sec/Tres) payments	586.73				
Tax - HMRC Corp. & FCA	35.00				
Key and share returns / refunds	3.25				
Grafton Rd - refreshments	-				
CCTV - Running costs	85.65				
Payment to Kings Seeds (orders)	-				
Britton's Potatoes	-				
Good gardening rewards	-				
Bank charges	10.62				
Transfer To Deposit/Investment accounts	69,730.00				
Misc Exp	-				
CCTV Installation	-				
	74,695.34			74,236.01	
Income over Expenditure	-	459.33			
		74,236.01			
Balance as at 11/03/2022					
Income and Expenditure Account at 31/10/22			Cash with Cashier		
HSBC Current Account B/F	913.68		HSBC Current Account C/F	454.35	
Cash	-		Cash	-	
Floats	90.00		Floats	90.00	
Income over Expenditure	-	459.33			
	£544.35			£544.35	
			Investment Accounts:	£171,436.92	
					£171,981.27