

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 Monday 18th July 2022

The Chairman opened the meeting at 7:30pm

Present:

Russell Jarvis	RJ (Chair)		
Anita Jarvis	AJ		
Peter Swindley	PS	Shane Webster	SW
Pasq Di Salvo	PDS	John Lowe	JL
Anita Medlock	AM	Mark Cox	MC

Apologies:

Dave Flook	DF (Vice Chair)	Jayne Evans	JE
Peter Wright	PW		

1. Minutes from Previous Meeting

All agreed

2. Actions From Previous Meeting

Date matter arose	Subject	Action required	Action taken	WHO	Status
14/3/22	Creation of wildlife and pond area on HR field	Committee to meet with plot holders on HR field to support them to organise the creation of the wildlife and pond.	Meeting Held – see below	ALL	HR Members to continue
11/4/22	Skip for WR	Find Price to share with BR		DF	C/F
17/5/22	Clear up Deposit	Check Rule Book for amendment How and where to store photos of Plots		RJ RJ	C/F WIP
	Emails	AM Requested that RJ supply emails AM sent RJ	Not discussed at meeting – AM requested it added		
13/6/22	IBC Sold (10.3)	Warning Letter to be sent		RJ	Complete
13/6/22	Advice on possible crop issues (10.2)	Email Black fly warning		PW	Complete

Clear up Deposit

RJ has created a Dropbox account to be shared by the 3 Field Stewards for photos of plots when let to be stored. RJ to send link to Field Stewards

Emails Requested by AM

RJ will not be wasting his time going back through thousands of emails over the last three years looking for emails as requested by AM as he has more productive things to do for the Society and its members. RJ is moving forward and drawing a line under the SGM.

AM claims RJ will know when they were sent from AM, as AM claims RJ has shown them to another member.

AM claims RJ is a liar and will take this further.

AM claims that there was no email and that is why RJ will not look for it.

RJ stated again that he was not going to waste any more time on AM, RJ is not going go through thousands of emails from the last 3 years.

Advice on Possible Crop Issues

Many positive comments from members on this notification sent out by the Committee

3. Secretary's Report and Correspondence

- Bedford Road Member – Has asked would highways allow a concealed entrance warning sign? At the entrance of Bedford Road.
 - RJ stated that he does cut the hedge outside but can only do it on a Sunday when the traffic is light.
 - Contact Highways requesting a “concealed entrance warning sign”
- HR Member, Permission for shed 6 x 4 Approved by JL
- BR Member, Permission for shed 5 x 8 Agreed by Committee
- HR Member, Permission for Small / Medium Shed – 8 x 6 Agreed by Committee
- Bonfire Complaint from Council for Washbrook Road site, occurred on Monday 4th July
 - The Council have asked they we do not have bonfires at present due to the exceptional dry conditions we are having.
 - JL added that a member had reported to him that they had had a small bonfire, in a fire bin, that had set the grass alight and started to spread rapidly. Fortunately, the member had water to hand to extinguish the fire.
 - AM Suggested that a notice is put up on gates requesting no bonfires during the dry spell

4. Membership Secretary Report

Waiting list stands at 54

5. Bad Cultivation Warning letters

Warning Letters							
Name	Field	Polite letter sent	Outcome	1 st letter sent	Outcome	2 nd letter sent	Outcome
	HR			19/5/22 18/7/22	Phone Call / email explaining situation Monitor Write to her suggesting that she surrenders the plot and goes back on the waiting list until her health returns.		
	HR	19/5/22	Plot Tidied Monitor. 18/7/22 – no more work done to plot	18/7/22			
	HR	19/5/22	Started to tidy – Monitor 18/7/22	18/7/22	As she has declined to meet the Field Steward to discuss her plot warning email to be sent.		
	HR	19/5/22	Plot Tidied Monitor 18/7/22 – no more work done to plot	18/7/22			

	HR	19/5/22	Plot Tidied Monitor				
	BR			19/5/22	Plot Tidied Monitor, but has bought in sub soil onto plot		
	BR			19/5/22 18/7/22	Tided Plot – Monitor, send further letter to continue. RJ has contacted member to meet with him. Member has not been working the plot, another member has been attempting to keep it tidy.		
	BR			19/5/22	Tided Plot - Monitor		
	WR	19/5/22			Email – passed to DF (see above)		

6. Treasurer's Report

INCOME:

Store sales added:

GR	£462.25
WR	£466.65
BR	£152.25
HR	£199.50

SIGNIFICANT EXPENDITURE:

- Growell invoice paid 19.06.2022 for £1,875.12 (Store purchases)
- Just as a memo: Anglian Water bill for Woodland Road (March 22 to May 22 quarter) -£612.40 seemed bit high, but its an actual meter read so its correct. Looked as last years 2021 quarter (for same period) and it was £482.36. Shows what a very dry spring does to our water bills ;) & probably sign of things to come with increasing bills that we cannot run away from.
RJ added that he had had a look at the water usage per month. The meters are read each month. The water usage at Washbrook Road is much higher than the other fields. Will ask DF on his return to investigate why this may be. MC said that there had been leaks. RJ stated that there was occasions when the meter was read that the meter was not moving. MC also felt the water system needed to be looked at as there was no back flows on the standpipes. This to be checked.
Year to date cost of water per pole by field as follows: -
BR 39p
GR 38p
HR 36p
WR 51p

Latest Bank Account Balances:

HSBC Community Account £374.15 (as per Treasurers Report)

Investment Accounts: Breakdown

HSBC Business Money £11,504.00

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Barclays Premium Account	£18,909.58
Redwood Account	£63,730.00
United Bank	£81,295.58
Total in Investment a/c	£175,439.16 (as per Treasurers Report)

7. Field Reports

7.1. Highfield Road

- JL requested a list of members on HR who had water Licences.
- Letter to Member – relinquish plot as untidy
- New Member. Enquiry letter why stopped work on plot.
- Leaving Member – Still not cleared the plot when she had said previously would be cleared by end of June. JL reminded the Committee that a warning letter was due to be sent last September but as the member said that they were leaving the area and they would be vacating the plot by end of November 2021 the warning letter was not sent. The society has had several new leaving dates none of which have been kept. The member has now left the area but has not informed the Society of their new contact address. The plot has become increasingly untidy. Member has complained that items have been removed from their plot in her absence. Committee decided to email to the member giving them until the end of July to clear the plot.
AM was contacted by member to put a post on facebook that items have been removed from her plot and is asking for them to be returned.

7.2. Washbrook Road Nothing to Report

7.3. Bedford Road Nothing to Report

7.4. Grafton Road /Small Holding Nothing to Report

8. Store

Profit year to date = £1830

9. Health and Safety

Nothing to Report

10. Any Other Business

- 10.1. Flip Spade bought by MC for £5 when should have been a minimum of £25 (Society owes member £20 for the spade).
- Priced up at £30 but we were prepared to accept £25. On ebay there is one for £60 and another for £75. They can fetch prices over £100. £5 is not acceptable price to pay as the Society owes a member £20 for the spade.
 - RJ said that the Society is “out of pocket”. MC said no you are.
 - AM stated that she does not care that the Society has made a loss.
 - AM/MC want to sort it out when DF is back.
 - AM claimed that there was no price label on the spade and blamed RJ for it not being priced.
 - AM and MC have refused to return the spade or pay the additional £20.
 - AM has given it to an old lady to use.
 - They claim that DF said they could have it for £5.
 - RJ felt they were taking the p*** out of the members and the Society and would have know full well the worth of the spade.
 - DF was present when the member bought in the spade and knew what was agreed with them.
 - AJ stated that she had bought one for £30.
- 10.2. Pro rata Water licence for part year?
- After a discussion the Committee decided not to implement a “pro-rata” rate mid-year as the water usage is currently high.
- 10.3. HR Member complaint about another member filling a tank on their plot by taking water from the trough while others are taking water from the trough to water.

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- JL and RJ have had a look and suggest that a larger tank is fitted at this location. The current tank can then be moved to where there is currently an even smaller tank.

Action Points from Meeting		
Subject	Action required	Who
Clear Up Deposits	RJ to send link to Field Stewards for Dropbox account	RJ
Entrance to Bedford Road	Contact Highways requesting a “concealed entrance warning sign”	RJ
Bonfires	Suggested that a notice is put up on gates requesting no bonfires	RJ
WR Water	Check standpipes for backflows fitted	RJ/DF
Water Licences - HR	List of members on HR who had water Licences.	RJ
Water tank - HR	Obtain quotes for new tank	RJ

Meeting Closed 9:00 pm

Date of next meeting Monday 15th August at 7:30pm

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	1,773.00		Annual Rents	10,293.25	
BR		271.83	New Rents	2,099.50	
GR		9.60	Floats for stores and rent day		
HR		374.44	Stores Sales	10,415.86	
WR		1,083.00			2,579.00
Hay		34.13			4,656.31
Printing, Stationary and Postage	576.49				1,513.15
Asbestos Removal	-				1,667.40
Stores Purchases	8,160.67		Ploughing, rotavating, topping	95.00	
Field Hours £	867.90		Rent card / website sponsorship	-	
BR		165.99	Donations from members	-	
GR		-	Machinery/accessory sales	-	
HR		146.07	Replacement/Additional key	14.00	
WR		555.84	Sales of pre-loved & ex stock	-	
Field Machinery (Fuel)	110.29		Seed Orders	-	
BR		53.32	Brittons Potatoes	-	
GR		-	Misc Income	-	
HR		19.01	Transfers from deposit/investment accounts	69,731.86	
WR		37.96	Assoc. Mems	-	
Official documents, etc	-		P in the P - Rushden Council	-	
Tractor Fuel	-		Wayleave Consent - WPower	-	
Locks and Keys	292.41		Socials	-	
BR		161.00	Water Licence	1,207.50	
GR		-			
HR		104.41			
WR		27.00			
Field / Property Maintenance	266.38				
BR		73.42		-	
GR		-			
HR		20.91			
WR		172.05			
Website / Publicity	64.79				
Professional Fees (accounts,etc)	960.00				
Gifts / rewards / donations	-				
Equip't Repairs & Servicing	895.80				
Insurance and Safety	532.55				
Hire of halls and refreshments	170.00				
Equipment purchases	-				
Field Steward rewards	-				
EDF	77.18				
Officer (Sec/Tres) payments	1,471.48				
Tax - HMRC Corp. & FCA	35.00				
Key and share returns / refunds	9.25				
Grafton Rd - refreshments	-				
CCTV -Running costs	199.85				
Payment to Kings Seeds (orders)	-				
Britton's Potatoes	-				
Good gardening rewards	-				
Bank charges	89.96				
Transfer To Deposit/Investment accounts	77,730.00				
Misc Exp	113.50				
CCTV Installation	-				
	94,396.50			93,856.97	
Income over Expenditure	-	539.53			
		93,856.97			
Balance as at 06/07/2022					
Income and Expenditure Account at 31/10/22			Cash with Cashier		
HSBC Current Account B/F	913.68		HSBC Current Account C/F	374.15	
Cash	-		Cash	-	
Floats	90.00		Floats	90.00	
Income over Expenditure	-	539.53			
	£464.15			£464.15	
			Investment Accounts:	£175,439.16	