

**MEETING MINUTES**

Organisation:	The Gresty Street Community Allotments Association		
Date of Meeting:	16th April 2023	Start time:	11 am
Location:	GSA	End time:	13.00
Chair:	Nathan Cotton	Minute taker:	Dianne Dixon

**MEETING OBJECTIVES**

1. Apologies (DD)
2. Minutes of the Last Meeting (NC)
- 3 Plots & Delegation (NC)
- 4 Finance (SH)
- 5 Community Outreach
  1. Community Open Day (SH & TH)
- 6 . Priorities for 2023
  1. Opening the Shop to the general public (NC)
  2. Community Area (NC)
  3. Site Maintenance and Security (ME)
    - Weed Control for access area
    - Lock Change
    - Improving the Security of the site (RH)
    - Fencing (RH)
    - Work Parties (ME)
- 7 Biodiversity and Sustainability (CD)
  - 1 Badger Sett and Green Waste
  - 2 Introducing new ideas to Support Sustainability on Tenant's plots

Correspondence (DD)

AOB

**1 ATTENDANCE**

PRESENT	APOLOGIES
Nathan Cotton (NC)	
Mark Cotton (MC)	Pat Woodward
Dianne Dixon (DD)	Paul Jones

Sarah Hill	(SH)	
Theresa Hudson	(TH)	
Roy Hudson	(RH)	
Malcolm Eyre	(ME)	
Howard Dixon	(HD)	
Cath Dixon	(CD)	
<b>2 AGENDA, DECISIONS, ISSUES</b>		
<b>TOPIC/ DISCUSSION NOTES</b>		
<p><b>NC</b> - Welcome everybody  Minutes from the last meeting - 5th March 2023 - were read out. Proposed as true and accurate account; Prop ME Sec SH Majority gained  NC CE liked the way we work; Diplomatic; Need controls; DD will be timekeeping at today's meeting; Let's keep with in a time frame</p>		
<b>Plots &amp; Delegation</b>		
<p><b>NC</b> - Plots 2 going soon  A discussion took place over the issues with AC  <b>NC</b> - ME will be dealing with AC; drafting a letter; £200 final settlement; Difficult situation; A skip will be needed, to clear all the debris she has left on the plots, at a cost of £170 to the association; AC responsibility to clear the plots; Need to show support for the boys; No correspondence with NC and is blocked on email as well  <b>MC</b> - Has AC received the cheque? have 6 months for the cheque to be cashed; After which the money is returned to the association account  <b>ME</b> - No; We need money in addition as well, to cover all the extra costs; Arrange a day where AC can come and get her plants and any personal stuff off the plots; ME has been socially distanced and not threatening in any way; The situation will never be resolved  <b>NC</b> - AC has had 3 emails about the selling of the greenhouses; AC could not produce any receipts; AC stated cost about £300; cheque is for £200  Proposed ME Sec NC Majority gained</p>		
<b>Finances</b>		
<p><b>SH</b> - Gave an account of the finances following receiving the March Statement from the bank; Explained what was in both the Current and Savings accounts. What money had been received and what money that had been paid out. The balance remains to look healthy,</p>		
<b>Community Outreach</b>		
<p><b>NC</b> - Much interest in the packs you have made up for the children?  <b>TH</b> - No not really; Needs more exposure; Im going to put it back on Facebook; Bring one to the next work party, see if any children are here;  <b>NC</b> - could put a comms out about the packs  <b>DD</b> - Why not leave one on the shelf in the Community Shed? Please contact if requiring any</p>		

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**SH** - would like one for her granddaughter's nursery; the Manager would like to have a look; the nursery is starting a little garden for the children

### **Community Open Day**

**NC** - Open day, 13th August 2023, need to start planning this day; We can sell plants but produce, no, need an honesty box or donation, could say £1. All monies would go back into the association

**TH** - Ill put it on Facebook again and ask for donations of plants, grow an extra plant for the open day; Unsure where the tables will be placed. Are we using the Community area and surrounding area? havent sat down and discussed plans as yet.

**SH** - Its a key date, need the site looking its best

**CD** - Bee Keepers Association; Could aske someone from here to come and give a talk; Im sure someone will be interested in this; Could this talk be done down by the nature area, if this is where we were thinking of having bee hives? Ill contact Longsdon Bee Keepers Association

**NC** - How do we organise our open day? Need time to plan, now that the keys have died down; Community area needs tidying up more; Need tables, how many do we have on site? 5 or 6 Need covers.

**ME** - We could approach PRA, they have tables and gazebos, and we may possibly be able to have

**NC** - Need a Presentation, to say thanks

**ME** - Talks - Composting and Beehives

### **Opening the Shop to the General Public**

**NC** - Because the locks took priority, I feel we need more time to consider opening the shop to the general public; Community area needs more work to make it look presentable; We may have to consider having one-hour slots; Someone on the gate; someone in the shop; to manage the situation; Consider on hour slots

### **Cauldwell Children**

**NC** - 6 bags compost donated; Seeds; Plat pots; MC & SH to deliver and have a photo taken

**SH** - **NG is to support the Willows with their Poly Tunnel; CD also offered support, if she is free on a Tuesday.**

**ME** - **Im a DBS STEM ambassador and I have had my safeguard training; People going into schools on a volunteering basis, if he should have a group of children**

**SE** **Its been sorted; not needed; Been all through that with the school; never be left alone with children; Just be in the polytunnel only**

**NC** - **I could always ask work to help as well, do this with my job; Donate a few CRS checks**

### **Community Area;**

**NC** - Priorities - Moving the Community Shed; I have spoken to NB about applying for Funding 3 Applications have been made - £5000. 1. Greenwaste\Biodiversity - to buy a mulcher, 2 Hot composters; Build a normal composter; Badger garden plot; 2. Brick Wall, clear the area; Move the fence out this would create 3 miniature plots; It was discussed applying for funding from the Heritage Fund; a lot of heritage on-site and; a lot of knowledge, so utilise the Heritage Fund. There is up to £100,000 in the pot; We could consider doing a buddying up program; for those that are new or struggling; buddy up with someone on-site train, use the plot grow things, and give them the knowledge to continue; for one year only; Continuous funding as well; Community Well Being - ex-addicts, alcohol; organisations using Changes; even consider the African community; Consider disabled people, an area just for them;

**SH** - Lou Macari opening up the Victoria Hotel; work with him; Fairly high risk; Will get failures

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Proposed NC Sec ME Majority achieved; Could we approach AD to do a Heritage talk; He has so much knowledge

**ME** - Grant - evaluation of grant; what happens, what's the outcome if we don't succeed, fail; does the grant have to be paid back?

**TH** - Disability - could we do a raised bed, with a hard-standing, wc for their use; A lot of disabled people are missing out

**NC** - No. 3 Plans - The architect has done some plans but Im not sure if it is for us; Need to go through them; Large building; Meeting room; extends out a lot; Too much back area; Can make new access point; Community room\cafe/meeting £5000 next stage; I spoke with other companies; she is the only one who would do it for free; Heritage funding could pay;

**ME** - Will we need to get more quotes; Criteria needs to fit; need to know

### **Weed Control**

**ME** - weed killer is on-site and done; just wait for a while, or when we have ain, then you will see the weeds die off; Mayor's tail is at the bottom of the allotment and Japanese Knotweed; Explanation on how to treat Japanese Knotweed and discussion from past experiences

**MC** - Treatment provider - every 10 years

**NC** - Education needed; EB not in a good place at the moment; need to give him time

### **Site Maintenance and Security**

**ME** - Shed roof needs sorting; Roll felt needed; Locks done; weed killer done; Ladies loo fixed; Bell for the shop sorted; Camera mount in place- for Gresty Street privacy camera is facing inwards; Move the Community Shed to be completed; Extra car parking to sort; Orientation of the shed so everybody can see; use as a serving hatch; 24 flags 2x2; 40 breeze blocks; will be more secure

**NC** - Cost ? nothing

**ME** - ask around onsite; Leave the black plastic down

**SH** - May I say well done to everybody, the lock change went really well, very smooth

### **Fencing**

**NC** - Anything come back? I'll give you a contact number. Its been done wrong, needs to be sorted now.

**SH** - Do we need a fence

**ME** - It had been agreed to fence the whole site; Do we need a fence? There is a hedge there. Wouldnt take long to move the fence. Fence not on the boundary line

**NC** - Need to have Consultation with the plot holders. Cost implication; Could put it out to funding, to get it taken away; Plot holders may move it themselves

**ME** - Nobody complaining at the moment; Leave for the time being; Could take the mesh down; leave just posts in place; Permission plus funding to take posts out at a later date; Proposed MC second MC Majority gained

### **Biodiversity and Sustainability**

**NC** - Need one final push back of the green waste area; Plot holder clearing his plot, has offered the use of a mini digger, to help support clearing the greenwaste area; Then a fence can be erected and a wheelbarrow space made; Could put a comms out, once done to use the area correctly; also put signs up;??Have a proper composter first; ?? what is the answer. Need to change peoples mentality to dump.

**ME** - Plastic is also being dumped in the greenwaste area. I feel we could change peoples behaviour.

**CD** - Signs saying Not land fill; Put composters down there; In time there would be no more tipping; Signs - Brown Waste Weeds; No fence until composters in place

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**NC** - Put comms out; Signs; Fencing; If push it back will this happen again; ?? Camera in that area; Funding for Composters; Is ther any need to do greenwaste? If its fenced off, people wont go to the end ?safety and will jst dump; Dont really want to stop now, will mean more land eventually; Just not been manage properly

**ME** - Greenwaste started by NB plot; Just a big hole; Beautiful black soil; Stope using altogether; Fence the area off; Use a skip; Compost there own waste

**NC** - Burning is complicated; Anybody with chest issues - they would have to go home; If applied for funding can take up to six months; Need to educate; without funding need alternative solution; Since putting a comms out No dumping down there - its actually tripled;

**ME** - 5\6 plots need major overhaul; Pallets solid platform, like a jetty;

**SH** - Stop Altogether; have tot ake down to the incinerator; What do you do with cooch grass?

**NC** - Need that middle road, temporarily; ?? Safety; Monitor and clear: Fence down or not; Posts and string; create a funnel

Prop ME Sec NC Majority gained

### **Correspondence**

**NC** - DB would like a second key, for his son; As may be called into hospital at any time; So son can look after his pigeons; DD, NC and ME spoke with DB, not happy; Have a key policy in place; Ony members to have keys; Reason given would not be able to meet son to handover key if given cancellation slot for surgery; there was an angry objection from DB, going to make a complaint;

**ME** - Son could meet myself and NC; sign for a key; or we are a community association, help one another. Worry about son having a key, wont get it back; Presidence with DB to others as well; Son could call at ME house short term;

**NC** - Association Mobile phone - if anybody is away could inform association when they are away; someone could could have the phone and if needed to come on site, someone would be available; Mobile No. has been sent out; if person doesnt want emals - text stop; MT would also like a second key for his sister;

**ME** - House at the end of Gresty Street, have always had a key to the site; I suggest that they no longer have a key to the site

Unanimously no to request for more keys; key policy in place; only members to have keys

**NC** - DM is requesting to have rabbits on his plot; States too expensive to keep pigeons; Concerns; well being of the animals; Welcome to have rabbits of the same sex; alerior motive to wanting rabbits; Need a reason to say No; Wellbeing of any animal; Purposes for the rabbits; Other wild life on site; No animals being allowed on site at present; Leisure gardens now

**ME** - Canaries were released and the magpies killed them; If the rabbits get out, could be a massive problem

Propose No to having rabbits - Prop NC Second SH Majority gained

**NC** - received an email from SH; concerned about balls coming over into her allotment and a child climbing into her allotment to collect the ball; I have spoken to SH, who was quite upset about the whole issue; I have also spoke to the person involved, who then spoke about the gates and the fact there was no consultation about the gates, they just went up; 5 mile sign is illegal where it is; ? move it; Need to make the Gresty Street entrance more pretty,; ? planters, hanging baskets

**ME** - replied to complaints and photos taken

### **AOB**

**SH - Asbestos** - Whats happening with it? Get it all together; The red bags you can get are too small; ? dangerous

**NC** - Find a place for the asbestos;? use dead plot; all together out of the way; £500 + just for a test; ? buy proper red bags;

**ME** - leave in situ, clad it with membrane; Firms will move, pay for the whole process; PPE and sheet; If you don't break it or cut asbestos, usually stable; damp it down

**NC** - let's put a pin in it for now; Priority - Moving the Shed and dealing with Greenwaste area; Could look at buying a second-hand skip plus cover; Put a comms out - asbestos options - investigate; skip and cost

**MC** - Second-hand skip, how much; could put it where the metal skip is with a cover over; how do we get the skip here?

**NC** - Comms - looking at asbestos options; Second-hand skip - own it; could utilise it; Toilet clean, Ill be around

**ME** - Female toilets - wind smashing the door, noisy; door locked to alleviate this; ?latch ? weld handle on

**NC** - Community Bat - picture showed; £500. open in line with the shop; another way of making money;? cheaper to make;

**CD** - chippings - sycamore; seen them local

**NC** - Skips; had 2 already; said we would have 3 this year - clearing plots; may have to revisit if need 4; Work parties; can we split in to two please - TH,CD,SH,DD,NC - Green waste; ME, HD, RH, MC Community shed;

Meeting ended 13.00

Next Committee Meeting - 3.6.2023 at 13.00

### 3 ACTIONS ITEMS

3.1 ACTION		RESPONSIBLE	DUE DATE
Responsible:	Action:	Completed by:	
Cath	Look into sustainable products to use on-site for weed kill	05/03/2023	
	Look at a plan to introduce more biodiversity on each plot	05/03/2023	
	Work towards beekeeping on site	05/03/2023	
4	Mark	Order and replace the outside lock on the container	05/03/2023
		Block off plots 37 and 38 until we plan to clear	05/03/2023
Malcolm		Order the weed killer and black sheeting	05/03/2023

	Start the weed control on site	05/03/2023	
Howard	Work with Malcolm on the site maintenance	05/03/2023	
Sarah	Add Dianne as a signatory	05/03/2023	
	Look at the trustee situation to have the 3 <sup>rd</sup> member	05/03/2023	
	Order the toilet cleaning	20.2.2023	
	Order more compost	ASAP	
Dianne	Complete the minutes for the AGM, and committee meeting	5.3.2023	
	Add the current Minutes from the last meeting and council meeting to the website		
	Produce two mailing lists one for all info and one for important		
	Complete the membership list up to date	5.3.2023	
	Populate the diversity information from the registration forms	Started	

Roy	Start to work on the quotes for the site fencing	05/03/2023	
Theresa	Start the agenda for the community open day Ideas Ect	05/03/2023	
Pat	Sort out the seed secretary online account with the National allotment association	01/09/2023	
	Prepare the shop ready for opening	04/03/2023	
Nath	Complete the shop catalogue and coms	19/02/2023	
	Continue with the sensory garden project	05/03/2023	
	Find out about the funding course	05/03/2023	
	Support with the shop opening	04/03/2023	
	Newsletter and feedback form	01/04/2023	
	Fill the plots vacant from the 1 <sup>st</sup> of March	01/03/2023	
	Complete the site Risk Assessment	ASAP	



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