

Boroughbridge Allotment Society

Committee Meeting Minutes for 19 March 2014 - 20.00hrs

Present: Bill Allam, Ian Barnes, Sue Barnes, , Geoff Hustwit, Iain Maltby, Nellie Heavisides, Rick Heavisides, Mike Boswell, Caroline Salter, Tim Tribe, Ian Smith, Darryl Cartwright, Roger Dunn
Mark Winder

Apologies: Paul Whitcombe,

| | <u>Description</u> | <u>Action</u> |
|---|---|--|
| 1 | Minutes of previous meeting were discussed & accepted. | INFO |
| 2 | <p>Chairman's Resignation The Chairman announced his intention to stand down at the AGM in April. He asked for an email to be sent to members to inform them that we are looking for a replacement chairman.</p> <p>The treasurer and secretary will stand for election again but others are invited to stand for election also.</p> <p>The agenda for the AGM to be posted on the notice board inviting members to stand for election as officers.</p> | NH |
| 3 | <p>Plot Update: (i). A request was received for the erection of a shepherd's Hut-style shed on plot 98. The committee decided more information was needed – (a) Will it have wheels? – If so, HBC need to be approached re the rules on planning for this type of building. (b) How high is it – with and without wheels? (c) Colour must be regulation brown or green.</p> <p>An inspection of all sheds on the allotments will be made to check if any are non-regulation colours. – Plot 107/8 needs to paint their shed. NH to send email.</p> <p>(ii) 2 complaints were received from plot 46/7 regarding plot 48. (a) It was suggested that the wood pile on plot 48 was a home for rats that then came through his plot. The rats actually seemed to be coming from the chicken run on the plot behind. It was noted that the chickens on this plot (no. 55) are no longer there and the rats have now also gone. (b) It was suggested that the shed on plot 48 was too far forward of the shed line and should be moved. Plot 48 is an irregular shape as it is shared by the Society's shed. This makes it difficult to see that shed line. The committee noted that the plot holder on plot 48 had built the shed themselves and was a valued member of the society doing what we all considered to be a good job of looking after the plot. The shed is slightly forward of the shed line but the shade that it puts on plot 46/7 was not considered to be unreasonable. <u>Resolution</u> – to allow the shed to stay where it is and to send an email to plot 46/7 explaining our decision. Email to be sent to chairman for approval first.</p> | NH MB NH NH |
| 4 | <p>Waiting List: 6 on waiting list</p> | INFO |
| 5 | <p>Society Building, Equipment and Insurance: A request was received from the treasurer to purchase 2 gazebos for the society. This will be considered once the costs have been sourced.</p> <p>The committee was asked to consider ways to spend some of the society funds. It was noted that we will need some to complete the water system and the lawn mowers would need replacing in due course.</p> | GH |
| 6 | <p>Site Maintenance Allotment Water / Flooding / Drainage: Following a meeting with Gordon Sadler (GS) TT reported the following findings:</p> <p>1 Following the discovery of the crossing drains on the plot 38, GS will make a connection between 2 of the drains so that any blockage downstream of the gully from the road will be taken away by the larger free flowing drain. GS will also make a chamber and cover so that we will have a rodding point for future use.</p> | TT |

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|-----------|---|------------------------------|
| | <p>2 Near the car park, GS will dig down to the gully from the road at a point close to the car park and make a connection between the existing car park sump and the gully. He will also fit a trap to stop any oil etc from the car park entering the drainage, which MB will provide.</p> <p>3 We will fit a cover to the drainage entry at the South side of the main road. We will need to contact the landowner for permission to do this. I need to check with GS whether he will do this or if I need to.</p> <p>4 We will need to review the drainage constantly, and (for example) rod up from the beck each year. Also, keep an eye out for damp patches which could be an indicator of damage to the drain, and repair it immediately.</p> <p>5 This raises the issue of access to plots for drainage repairs - we need to discuss at the next committee.</p> <p>6 The drainage map would be very useful. Although I have contacted the land agents for the Tankred Estate and asked for copies of the land drains maps, these have not been located. I will contact the Aldborough Estate Office directly to see if they have them.</p> <p>Since we met, CS has suggested that we should repair the drain under the border of plots 27/8 whilst Gordon is on site.</p> <p>GS assured us the work would be completed this week. It was suggested that if GS does not complete this week we should consider another contractor to complete. This is to be avoided as GS knows what he is doing - MB has said he will contact GS to stress the urgency of the work so there will be minimum disruption for the members who garden plots 27/8. GS has been asked to quote for the work.</p> <p>Orchard: Progress has been made! Trees are now planted and looking good. Thank you to SB and IB for all their hard work in pushing this project forward. SB presented a draft sponsorship brochure for all to approve. Costs of sponsorship were agreed. SB will take this to the next stage to finalise details. Pathways to be flattened – Graham with a digger bucket to be asked to do this. IB has a source of yellow rattle for us to be planted keep down the weeds.</p> | SB NH IB |
| 7 | <p>Society Funds and Subs: Rent paid to BBTC - £520 Water bill paid - £130 Insurance paid - £194 Once subs are in (£4,154.00) our balance will be healthy! MB asked for clarification on water charges to plot holders. IM confirmed one agreement holder is equivalent to one payment of £10 (regardless of size of plot). This more than covers our water bill so is a valid policy.</p> | INFO |
| 9 | <p>Entertainment and Fund Raising: Next quiz night 21st February. Superb attendance. Profit £130 for society funds Plot to Plate GH filled committee in on details recorded in minutes of Plot to Plate sub committee meeting of 11 March 2014. <u>Appendix 1</u> IS will get security for us. Many thanks to Ian. NH to send email to Ian to get contact details – Friday 9 May 2014 9pm – Saturday 10 May 2014 7am.</p> | INFO IS |
| 12 | <p>Any Other Business: Towns Alive National Awards 2014 - Action for Market Towns (AMT) have town awards that GH would like to apply for. Committee agreed he should look into this.</p> | INFO GH |
| 13 | <p>Next Meeting - AGM will be held in Upstairs Room, Social Club commencing 9 April 2014. Time to be agreed.</p> | ALL |

Boroughbridge Allotment Society

Committee Meeting Minutes for 19 March 2014 - 20.00hrs

Appendix 1 **Boroughbridge Allotment Society** **Plot to Plate Sub Committee**

Committee Meeting Minutes for 11 March 2014

Present: , Geoff Hustwit, , Nellie Heavisides, Jacqui Trott, Iain Maltby, Caroline Salter, Carol Ramsey

Apologies: Lynda Moss

| | <u>Description</u> | <u>Action</u> |
|---|---|---|
| 1 | <p>Demonstration Marquee Dacre Son and Hartley will sponsor the marquee £200. This will be used to buy 2 more tables – Jacqui to order</p> <p>Ladies in Pigs will bring their own electric frying pans Andrew Wood will bring his own oven Steph Moon – we still need to source an oven for Steph.</p> <p>Holgate Mill will liaise with Andrew for him to use their flour. They would love to come and have a stall but are struggling to get someone to cover the stall. Caroline will talk to Peter from Holgate Mill.</p> <p>Generator now booked.</p> <p>PA System Geoff Cragg has a system. IM to approach him to ask if we can use it</p> <p>Seating Town Clerk agreed we can borrow as we did last year. Les Gill will loan benches</p> <p>Assistant Andrea Mc Given from Dacre Son and Hartley will be Lynda's assistant. She will also be MC</p> | <p>INFO</p> <p>JT</p> <p>CS</p> <p>IM</p> |
| 2 | <p>Scarecrow Caroline will make our butterfly themed scarecrow. - Male</p> | INFO |
| 3 | <p>Sponsorship Yore Vision – Leaflets £350 confirmed. Invoice to be sent before end of March Dacre Son and Hartley – Demo Marquee £200 confirmed Chamber of Trade – Insurance – JT to chase</p> <p>Charletons will supply a van Friday and Saturday</p> | <p>NH</p> <p>JT</p> |
| 4 | <p>Information</p> <p>Blackboards To be put up around the town. 2 boards 2X4 metres. NH to buy suitable and paint</p> <p>PA Possibly Geoff Cragg – see above</p> <p>Information Station – Plot to Plate Central Possibly near the power supply on the car park. Here we can put leaflets, name the scarecrow</p> | <p>NH</p> <p>IM</p> |

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Committee Meeting Minutes for 19 March 2014 - 20.00hrs

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| | forms etc. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | <p>Stalls</p> <p>More stalls now than last year Ripon Walled Garden – confirmed CS to approach Jack re payment (Sarah Brightmore's son in law)</p> <p>WI confirmed for teas</p> | <p>GH</p> <p>CS</p> <p>NH</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | <p>Finances</p> <p>Expences All prices approximate</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Riggmore Petting Farm</td><td style="text-align: right;">£350</td></tr> <tr><td>Insurance</td><td style="text-align: right;">£350</td></tr> <tr><td>Butterflies</td><td style="text-align: right;">£300</td></tr> <tr><td>Leaflets</td><td style="text-align: right;">£200</td></tr> <tr><td>Banners</td><td style="text-align: right;">£100</td></tr> <tr><td>Generator</td><td style="text-align: right;">£120</td></tr> <tr><td>Andrew Wood expenses</td><td style="text-align: right;">£ 50</td></tr> <tr><td>Entertainers refreshments</td><td style="text-align: right;">£ 40</td></tr> <tr><td>Blackboards</td><td style="text-align: right;">£ 25</td></tr> <tr><td>Pop up marquees</td><td style="text-align: right;">£ 50</td></tr> <tr><td>2 tables</td><td style="text-align: right;">£ 70</td></tr> </table> <p>Total £1,655</p> <p>Income (projected eventual incomes)</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Stalls</td><td style="text-align: right;">£ 600</td></tr> <tr><td>Reed Bordall</td><td style="text-align: right;">£ 300</td></tr> <tr><td>Petting farm</td><td style="text-align: right;">£ 200</td></tr> <tr><td>Name the Scarecrow</td><td style="text-align: right;">£ 200</td></tr> <tr><td>Dacre</td><td style="text-align: right;">£ 300</td></tr> <tr><td>Yore Vision</td><td style="text-align: right;">£ 350</td></tr> </table> <p>Total £1,950</p> <p>Still to confirm</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Chamber of trade</td><td style="text-align: right;">£ 350</td></tr> </table> | Riggmore Petting Farm | £350 | Insurance | £350 | Butterflies | £300 | Leaflets | £200 | Banners | £100 | Generator | £120 | Andrew Wood expenses | £ 50 | Entertainers refreshments | £ 40 | Blackboards | £ 25 | Pop up marquees | £ 50 | 2 tables | £ 70 | Stalls | £ 600 | Reed Bordall | £ 300 | Petting farm | £ 200 | Name the Scarecrow | £ 200 | Dacre | £ 300 | Yore Vision | £ 350 | Chamber of trade | £ 350 | <p>INFO</p> |
| Riggmore Petting Farm | £350 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Insurance | £350 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Butterflies | £300 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Leaflets | £200 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Banners | £100 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Generator | £120 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Andrew Wood expenses | £ 50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Entertainers refreshments | £ 40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Blackboards | £ 25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pop up marquees | £ 50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 tables | £ 70 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stalls | £ 600 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Reed Bordall | £ 300 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Petting farm | £ 200 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name the Scarecrow | £ 200 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dacre | £ 300 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Yore Vision | £ 350 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Chamber of trade | £ 350 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | <p>Entertainment</p> <p>Louise and Josh have liaised and progress made. Nel to check dancers are ok with cobbles</p> <p>Confirmed Performers</p> <p>Medusa Morris – Sally Smith 01423 868753 11am (back Lane) and 12pm (Fountain) Clogarhythm – Debbie Smith 01423-865086 1pm and 2pm Boogie Shoes – Louise Christie-Wild 01423 343886 Parade High School Band – Josh Hill jhill@boroughbridgehigh.com perform 10am-2pm High School Drummers – parade</p> <p>High School – 10am-2pm Morris/Clog – 11pm 12pm 1pm 2pm Parade</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>12.15pm</td><td>Hall Square</td></tr> <tr><td>12.30pm</td><td>St James's Square</td></tr> <tr><td>12.45pm</td><td>Back Lane</td></tr> </table> <p>Judging of Children's butterflies – Andrew Jones – 1.30pm</p> | 12.15pm | Hall Square | 12.30pm | St James's Square | 12.45pm | Back Lane | <p>NH</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12.15pm | Hall Square | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12.30pm | St James's Square | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12.45pm | Back Lane | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <p>Presentations Bake Off and Children – Hall Square 2.30pm</p> <p>Confirmed attractions Riggmore Petting Farm Barrel Run</p> <p>Owners of garage have given permission to use the space in front for petting farm.</p> <p>Happy Jays to be contacted for water and power for petting farm</p> <p>Havenhands will supply performers refreshments – 30 covers Provide vouchers for the performers on the day for a drink and sandwich or cake JT to provide vouchers</p> | JT |
| 8 | <p>Bake Off Still to choose charity. JT to ask if they will consider Yorkshire Wildlife Trust</p> | JT |
| 9 | <p>Bake Off Judges confirmed – Chris and Lisa from The Dining Room Still to choose charity. JT to ask if they will consider Yorkshire Wildlife Trust</p> | JT |
| 10 | <p>Parking Primary School still to be approached – Geoff to talk to Julia Charlesworth</p> | GH |
| 11 | <p>Mayor to be invited</p> | NH |
| 12 | <p>Security Nel to approach Reed Bordall, English Heritage, Dishforth, SEP Events to find security cover for Friday Night</p> | NH |
| | <p>Any other Business Geoff to approach Social Club to join in. Caroline to be Schools and entertainment Liaison officer on the day.</p> <p>Nel to make timetables for Volunteers</p> <ol style="list-style-type: none"> 1. Leaflet drop 2. Volunteers Friday evening set-up/Saturday daytime/Saturday clear-up 3. Scarecrow Morrisons 4. Butterfly erection 5. Signage placing <p>Photographer – Sophie Dawson (High School) No charge</p> | <p>GH CS</p> <p>NH</p> |