

**Beauchamp Road & Green Lane Allotment Association**

**2023 Annual General Meeting via Zoom**

**Wednesday 29<sup>th</sup> March at 20:00**

**Draft Minutes of the Meeting**

**Present**

Ann Bailey, Ron Bailey, Georgia Dobson, Lucy Edington, Danny Masting, Edite Ruse, Erica Nunn, Jeremy Schomberg, Linda Thomas, Rob Devonport (77S), Andrew Gee (97N), Natasha le Coultre (57S), Kate Shelby (53N), Deidre Doe (41S), Jeremy Plester (75S), Rob Gathercole, Mariusz Dudek (93N)

**1. Welcome and Apologies – Chairperson, Ann Bailey**

Ann opened the meeting and thanked the members for showing their support of the Committee with their attendance.

**Apologies**

Sandra Maitland  
Gillian le Coultre  
Andy Nunn

**2. Adoption of the Minutes** from the meeting held on 24 November 2021.

The Minutes were adopted. All voted in favour.

**2a. Matters Arising** . There were no matters arising.

**3. Chairperson's report - Ann Bailey**

**3a** Tenancy agreement/site rules and condition of membership

The Chairman's report had previously been circulated to all plot holders however, Ann felt it was important to emphasis the changes in the Tenancy Agreement, Site Rules and Conditions of Membership.

Ann hoped that you all find them somewhat easier to read than the previous ones. Whilst we have not received any comments or questions on them I will just ask if anyone has any questions on them that they wish to raise now?

It is important that we all adhere to these requirements to ensure that we comply with our lease with Elmbridge Borough Council and for the benefit of all plot holders.

Are there any questions? There were no questions raised.

Ann asked those present to vote to approve the new Tenancy Agreement, Site Rules and Conditions of Membership.

The vote was unanimous in favour of the new Tenancy Agreement, Site Rules and Conditions of Membership. These would be implemented with immediate effect.

Ann moved onto the newly created Constitution. This has been created and circulated to enable plot holders to have a clear understanding of the workings of the Committee and to enable transparency in our dealings with all plot holders.

There were no questions arising in relation to this document.

All present voted unanimously to accept the Constitution which would be implemented immediately.

#### **4. Secretary's Report – Georgia Dobson**

Georgia's report had been previously circulated to all plot holders. Ann thanked Georgia for the many hours she has put in to keep all plot holders abreast of news from our site. Writing review letters and also tackling members queries on WebCollect and we are very grateful for her tenacity and support of all Committee members – but myself in particular. Thank you Georgia.

There were no questions for Georgia.

#### **5. Treasurers Report.** Ann introduced Edite Ruse, another new recruit who has recently taken this role over from Douglas Watson who had been our Treasurer for about a decade and to whom I would like to express my personal vote of thanks for his sterling work on our behalf over this time.

Edite took this role on at a particularly difficult time – changing our Bank Account, converting our method of accounting to WebCollect all of which has been time consuming and frustrating at times. However, our accounts have been audited, again this year by Trevor Marshall. Thank you very much to Trevor for undertaking this task again.

Our Accounts are now audited and approved, and you have all been sent copies.

Edite then reported as follows:-

### **FINANCIAL REPORTING PERIOD 1 NOVEMBER 2021-31 JANUARY 2023**

A copy of the audited Summary Accounts has been shared with all Members. Overall our financial position remains healthy although we report a deficit in our income/expenditure statement. I will address this later.

#### **INCOME**

Pleasing to see good growth in our rental and subscription fees £4,749(+17%) and £2,825 (+60%) respectively. Factors contributing for this growth are (1) our reporting period is 15 months and not the usual 12 (2) rental and subscriptions were increased on the 1 April 2022. (3) more members have been enrolled in order to ensure that they are covered by our site insurance policy

Again, I would also like to remind members that when paying the rents, prompt payment is appreciated.

#### EXPENDITURE

Total expenditure was £11,556 an increase of £6888 (247%) hence our deficit of £2,361.32. This is easily explained. (1) Castle Water invoiced us in November 2022 for £3678.81 covering the period 1 June 2020 to 1 March 2023. £2000 of this invoice should have been applied to our 2021 accounts. The invoice related to the Beauchamp Road meter and was Castle Water's mistake for billing us late. During the same period they were billing us quite normally for our Ray Road meter. (2) We also saw large increases in maintenance and skip charges as a result of clearing site of dangerous and damaged material after last winter's storms.

#### POTENTIAL LIABILITIES

We have again increased contingency for water and cesspit repairs. As a result of the recent severe prolonged cold weather most of our water tank pipework has been damaged and professional plumbers are to attend our site asap. Until they have remedied the situation the water remains off.

#### ACCOUNTING SYSTEM

I am pleased to report WebCollect has bedded down well and the majority of Members are familiar and happy with the rental and subscription renewal process.

#### AUDITOR

Finally, the Committee would like to thank Trevor Marshall for once again Auditing and approving our books.

### **6. Membership Secretary**

#### Update from Danny Masting our current Membership Secretary

Lucy Edington resigned in November and is replaced by Danny Masting (64N). We thank Lucy for her hard work and especially for the digital transformation she pioneered which makes the allotment society future fit.

Beauchamp Road Allotments is 97% occupied - currently there are 3 plots available

In 2023 already six plots have been reassigned - five of which were to young families  
The waiting list has been reopened - there are 21 applicants awaiting a plot

The primary reasons for discontinuing growing are:

- o Health limitations
- o Not enough time
- o Moving away from area

This year to date 70% of membership fees were renewed using Webcollect and there were no reported queries or issues. The impact is to: reduce administration; provide easier governance; document changes; collect payments more quickly and improve

working capital position. This is a very positive development but we will always have provision for those who cannot use Webcollect or prefer to pay direct.

Before I progress to the important Election of Committee Members – there are others in our team who deserve our appreciation and thanks.

Another newbie, Erica Nunn has taken on the role of Media Secretary after Sarah Cheshire had to relinquish her plot last year. Erica puts our news on the Website and creates the wonderful FaceBook notices to keep you all abreast of what is happening at Beauchamp Road. Keep up the good work Erica.

Linda Thomas our Minute Secretary who somehow manages to capture all the goings-on at our monthly committee meetings and will be scribbling away now as I speak. Thank you very much Linda.

Jeremy Schomberg thank you for coming to our rescue on so many occasions – disposing of all the metal after the storm last January, filling potholes and keeping our lanes cut. Bringing in supplies of free compost in recent weeks which a lot of plot holders have benefited from. Getting in supplies for our working morning. Installing our new noticeboard with Ron Bailey’s assistance – talking of whom sincere thanks to you for all you do both on site supervising the skip mornings, turning the water supply on/off, checking the tanks and in supporting me all the time in my work as the Chair of our Allotment site.

You are a great team and a pleasure to work with. Thank you all for your help and support without you all our site would not run – at all.”

7. Now I shall move on to the Committee elections. Committee Members serve for 2 years and may stand for re-election again.

Ann read them out one by one and asked for members to vote.

|                      |  |
|----------------------|--|
| Secretary            | Georgia Dobson – elected by a show of hands<br>Nominated by Keith Davies - Plot 89<br>Seconded by Richard Cutler- Plot 77N |
| Treasurer            | Edite Ruse – elected by a show of hands<br>Nominated by Rob Welland - Plot 65<br>Seconded by Elaine Perrin - Plot 37       |
| Membership Secretary | Danny Masting – elected by a show of hands<br>Nominated by John Bavin - Plot 48<br>Seconded by Tony March – Plot 93N       |
| Website and Facebook | Erica Nunn – elected by a show of hands<br>Nominated by Jeremy Plester – Plot 75S  |

Seconded by Sandra Maitland – Plot 16S

Committee member Lucy Edington – elected by a show of hands  
Nominated by Tony March – Plot 93N  
Seconded by Rob Wiffin – Plot 69N

Those members not up for election:-

Committee member Jeremy Schomberg

Committee member Linda Thomas

Committee member Ron Bailey

Chairperson Ann Bailey

(Committee members serve a 2 year tenure and can be re- elected)

Ann thanked everyone for their support of the new Officers and Committee member.”

## 8. **AOB**

A brief reminder that the lighting of bonfires ends on 31 March. So please adhere to that rule.

A reminder to lock the gate when you enter and leave the site. Too often we find it is not secured – don't be a guilty party. It's not only your property and produce that is at risk but every other plot holders too. Be mindful of our security and don't admit anyone into the site who doesn't have a plot. If in doubt – keep them out!

We will be having a skip on site on 22 April notices will go out. As always it will come in early on the Saturday morning and be gone – full to the brim by 11.00. Remember no green waste. Any large items should be broken down, crushed or sawn to maximise the space in the skip.

These questions were from Natasha le Coultre and are as follows:

Q. Woodchips seems to be a basic but valuable material that's offered free on a lot of allotment sites. Would Beauchamp be able to organise a regular delivery for plot holders?

A. Jeremy Schomberg explained that wood chips took nitrogen from the soil and were detrimental to plants.

Q. Equally it would be great if we could arrange for a delivery of manure from a local stables.

A. We did have a regular delivery in the past but this stopped due to problems with delivery and collection. Also a plot holder brought manure from a local riding school but we need to be careful about how much straw the manure contained.

Q. I wondered when a skip will next be coming.

A. A skip has been booked for Saturday 22<sup>nd</sup> April 2023

Q. Might it be worth setting up a scrap metal recycling bay?

A. Although scrap metal from greenhouses etc damaged in last year's storm were placed in the manure site, a scrap recycling bay will not be set up as there have been problems in the past with rubbish being dumped there. Also any scrap metal would have to be disposed of before it became dangerous.

Q. Will the toilets be eventually opened?

A. A volunteer has come forward and offered to clean the toilets. This will take place on a trial basis and if the toilets are not left clean by plot holders they will be closed again

Q. Are chemical herbicides being used at the entrance?

A. Jeremy Schomberg said that chemical herbicides were used on the driveway and the edges of the car park.

Q. Is the committee looking at improving practices on site to enhance wildlife? It's an incredibly important site locally for biodiversity, it would be great to encourage families to participate in wildlife counts (reptile/amphibian/butterfly/hedgehogs).

A. Wild life has always been encouraged on the site. Surrey Wildlife inspected the site and logged/listed the wildlife on the site. They were very impressed.

"Finally, to plot holders who have gone out of their way to help us. To name a few Justin, Martin & Sandra, Doug, David, Elaine and Andy spring to mind. Anyone who pitches in and helps – it is very much appreciated.

Erica Nunn thanked Ann Bailey on behalf of everyone for her hard work on behalf of Beauchamp Road Allotment Association. Natasha le Coultre also thanked Ann very Much indeed for all her hard work.

The meeting closed at 8.35pm.