

NORTH OUTFALL ALLOTMENT ASSOCIATION

CHAIRMAN

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SECRETARY

Ms Judi Popplewell
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Minutes of the Committee meeting: Saturday 11th May 2019 @ 10:00

1) Present

- a) David Gelder, James Nicholls, Andy Nicholls, Mark Nicholls, Judi Popplewell, Robin Adderley, Ken Lowther, Scott Turner **Apologies:** Fiona Walker

2) Minutes of the last meeting 9/2/19

- a) The minutes of the last meeting were accepted as a true record.
b) Proposed: Robin Adderley, Seconded: Ken Lowther

3) Matters arising from the minutes

- a) The lock on the main gate has been checked and is now working well.
b) Outstanding rents have all been paid or dealt with.

4) Correspondence

- a) Minutes of recent HDAF AGM received and placed on file.
b) Email from Mr Rule to be considered under item 13

5) Chairman's Report

- a) David indicated that he intends to stand down as Chairman at the AGM. He explained that he had been asked to join the committee to help with the application for the site to be allocated Local Greenspace designation. As this was now pending he felt that it was time to make way for a new Chair with effect from the AGM in October.

6) Treasurer's report

- a) Insurance: Employers Liability Insurance is now in place. This provides cover for volunteers using NOAA equipment. Ken explained that this also clarified that there is NO insurance cover for under 18s to use NOAA equipment.
b) Taking into account expected income and anticipated outgoings, Ken reported that we are approximately £400 better off than we were this time last year.

7) Membership Secretary report

- a) There are 19 on the waiting list.
- b) Plot 24A is now let (As of 10/5/19)
- c) Plots that are still not being kept up to an adequate standard have been contacted. There are signs of activity on Plot 36B. Some work has been done on plot 1A, however this has happened before and then nothing further occurs. Andy to contact the tenant to inform them that the plot needs to be cultivated and planted up to a required standard within 28 days as per the tenancy agreement or the tenancy will be forfeited. Action: **Andy**
- d) It was agreed that the wording of Clause 5 of the Tenancy Agreement needs clarifying. A draft wording will be prepared and presented to the AGM for ratification. Action: **David**
- e) Andy informed the committee that he will be unavailable for the next month due to personal commitments. Ken and Robin to cover for him until his return on 10/6. Scott will arrange for email to be redirected as appropriate. Action: **Scott, Ken, Robin**

8) Web Admin Report/Emails

- a) The new website is now online, albeit in a limited form. Anyone searching for the NOAA website should be directed to the new site by search engines such as google.
- b) There will be a Committee only section of the website for shared documents such as waiting lists, plot allocation lists and other important documents. Action: **Scott**

9) Emails and communication

- a) Judi has compiled an up to date list of email addresses by cross referencing responses to test emails with the details already held on file. There are a number of tenants whose details still need to be checked. Judi will try and catch as many of these as possible so as to update the list. Action: **Judi**

10) HDAF

- a) The next HDAF meeting is on 14/5/19 James to attend Action: **James**
- b) It was agreed that the site will sponsor a prize for the NOAA tenant's child or grandchild who does best in the children's classes at the HDAF show. The children's classes need publicising to the tenants, so they can prepare. Action: **Judi**
- c) Tenants need reminding about the dates for the site inspection when they are confirmed. Action: **Judi**

11) Site Maintenance

- a) The site maintenance morning was very well supported.

The holes in the hedges and fences have now all been patched.

A question was raised about the number of black pots in the swap and share area. It was agreed that the donor would be informed that we have enough for now! Action: **David**

12) Structure request

- a) Following approaches from two tenants; after careful and considered discussion, permission was given for a new small greenhouse on one plot and a replacement greenhouse on an existing base. Action: **David**
- b) It was agreed that the wording of guidance regarding the size of structures in the tenancy agreement needs clarification. A draft will be prepared before being presented to the AGM. Action: **David**

13) Compostables offer

- a) After discussion it was agreed that we would thank the person concerned for their kind offer but politely refuse.

14) AOB

- a) The Secretary, Judi Popplewell, tendered her resignation with immediate effect, citing unhappiness with the atmosphere on the site due to ill-feeling between certain committee members and other plot holders as one of the reasons for her decision. 'I just want to get on with gardening' she said.

The Chairman thanked her for all her hard work. He is aware of someone who might take over the role and will contact them to see if they are interested.

- b) Certain committee members expressed concern that the woodchip that had been donated and delivered for free had been dumped on the manure plot and had spilled over onto the main path! It was agreed that the donor would be asked to put the woodchip on the communal lawn in future. As it goes almost as soon as it arrives this should not present any problems, such as damaging the grass. Action: **David**
- c) A plot holder had asked on the Site maintenance morning if there was to be a barbecue this year. It was agreed to test the water regarding interest in the possibility of a barbecue and restarting the coffee mornings. Action: **Judi**
- d) Vandalism was suspected owing to the damage to the greenhouse on plot 1A. the committee was made aware of this. James said he would speak to the council lawn mowers asking them to leave a wider strip of unmown grass in the corner next to the hedge at the entrance to Bachelor Fields to try and discourage stone throwing by increasing the distance. Action: **James**
- e) Regarding the consultation on the Proposed Relief road, it was agreed that this was a political issue and as tenants of Harrogate Borough Council it would not be appropriate to reply as an association. However, individual tenants were at liberty to reply if they wished. It was pointed out that the actual proposed route went the other side of the Sewage works to the allotments so the impact might not be a great as initially thought.
- f) Certain committee members expressed concerns that materials such as logs were being stored on site. David said he would clarify the situation with the tenant concerned. Action: **David**

Meeting closed at 11:30. Next meeting 22/6/19 at 10:00 on site.