

**MINUTES OF SUNNYSIDE ALLOTMENT SOCIETY'S  
21<sup>st</sup> ANNUAL GENERAL MEETING  
held on  
SATURDAY 20<sup>th</sup> January 2018  
at 10.30am at  
SUNNYSIDE RURAL TRUST**

**Present:**

John Eaton (Chair)  
Andy James (Treasurer)  
Jenny Sippings (Secretary)  
Cynthia Fulks (Minutes))  
John Goffey  
Kate Rankin  
Clive Smith  
Jane Dickenson  
Wendy Calder  
Marsha Facey  
William Facey  
Bill Brinklow  
Annick Mulcahy  
John Driver  
Denre Bruins  
Geoff Halls  
Philip Biss  
Ray Phipps  
Neil Kennedy  
Tricia Kennedy  
Philippa Jones  
Fiona Duck  
Jamie Fulks  
Steve Atkinson  
Geoff Giles  
Fiona Naylor  
Jeff Naylor  
John Savage  
Keith Shaw  
Andy Dolwin  
Ian Peplow  
Diana Ball  
Martin Reeder

**Apologies for Absence:**

Adrian Scarborough  
Lin Phillips  
Freda Earl  
Helen Russell  
Paola Andreoni  
Angela Wheeldon  
John Cartwright  
Andrew Calderwood  
Diana Calderwood

### **1/18 To receive apologies for absence**

Apologies for absence were received (see above).

### **2/18 To approve the minutes of the last AGM**

The Minutes of the AGM held on 19<sup>th</sup> November 2016 were confirmed and signed.

### **3/18 To receive the Chairman's report**

John Eaton presented his report, summarised as follows:

- John thanked the members of the Committee and the other various volunteers, Lin Phillips who continues as editor of the newsletter and works alongside Jenny to ensure this is published on time. Also to Cynthia, Philippa and Fiona for cleaning the toilet on a monthly rota basis, to John Goffey who follows on from Adrian Scarborough on water duties and Phil and associated volunteers on the open day.
- John thanked Trish and Neil Kennedy for co-ordinating the working parties on behalf of the committee through to March 2017, this job was then taken over by John Goffey. Work completed by volunteers included clearing coppices, sorting out leaf and woodchip piles, path renovation and various smaller jobs.
- Clive Smith was thanked for the work he has done (supported by others) and continues with on the SAS shed. A new wood rack area, manure store and extra car parking will be added. The next step is to renovate and erect a second shed and willing volunteers are always needed.
- Two allotments had been taken up by wood heaps and these have now been rationalised near the new shed and spare wood is available to tenants for a small contribution which should be put in the honesty box at the Tea Hut.
- There will be no calendar again this year; however we are always looking for interesting photos to re-produce in the newsletter.
- John outlined the committee functions and stressed that volunteers for the society's committee are always welcome and anyone interested should speak to any current committee member for further details. Anyone who has an interest in joining the committee in the future can come along and observe a meeting by first making arrangements with Jenny Sippings, there are 6 meetings per year.
- Allotment Management Team – We have pressure from the Council to increase rents to keep pace with inflation; however, rents will remain unchanged this year. John advised the meeting that the Council will hopefully fund the extension to the water system on SSN and together with our labour from plot holders we should be able to tap into the relatively new pipe-work system already in place. Bill Brinklow, a tenant on New will work with John to come up with a proposal for a workable system. The Council have a more positive attitude to spending on improvements to the sites e.g. gate repairs, road surfacing, shoring up the roadway and deer fencing. New gates and associated posts have been replaced from council funds this year. There is a proposal to install deer fencing along the top boundary near Birtchnell's Copse subject to a satisfactory quote being received by the Council. A tenant asked about the responsibility of emptying the dog refuse bins, John will bring this up at the AMT.
- Rights of way – Council continues to close all roads on Sunnyside once a year except for A Road, to ensure no rights are lost by default – this is a legal commitment. Access for allotment holders is not affected. There had been a couple of incidents recently with the public walking their dogs; dog fouling and aggressive behaviour by

dog owners when challenged by tenants. The police and council were notified and the Council will erect appropriate signs on the gates regarding access and dogs on leads on SSN.

- Tree management is mainly solved but will be continually surveyed by the Committee. A member mentioned the overhanging Hawthorn hedge on Old near the church and remedial work to take this down by half and reduce the width by half is being quoted for to the Church. The Church is in turn writing to the Council via the Allotment Management Team to ask for a small sum out of funds to help with the cost of this project.
- Waiting List - There is currently a very short waiting list and a few vacant plots.
- Untidy plots – John and Jenny continue inspections throughout the year to ensure the Council's tenancy terms are being met. Tenants should notify the society ASAP if they can no longer manage their plot due to ill health etc.
- Rents.-. Although rents were due for payment in September, several people had not paid and they have been asked to leave their tenancy. A stricter procedure will be implemented by the Council from 2018.
- Events – The Open Day was again a tremendous success, and thanks go to Wendy for her first year as co-ordinator and the resulting boost to Society funds. The Christmas drinks event was very well supported considering the inclement weather.
- Roadways – John asked that all plot holders do not drive on the roadways in wet weather and also not to dig down below the road level to hold manure at the end of their plots as this is causing a safety issue.

#### **4/18 To consider and approve the Society's accounts and to consider proposals for expenditure**

Andy James, Treasurer, presented the annual accounts, and explained that the accounts will in future be worked on a Calendar year basis, January to December so the seed order correlates with the subs payment. The accounts as presented therefore include 2 seed orders for 2016 and 2017. Andy gave an explanation of the discounts we receive from the seed orders. The accounts were approved, and Andy will issue an adjustment statement to be appended to these minutes as some expenditure had been incorrectly attributed to the shed project when it was a general maintenance cost. The year-end bank balance was £3821.49, and a discussion was had about the balance required at all times needing to be in the region of £2000/2500 to accommodate the society's expenditure of the Open Day, Insurance, Seed Order, Maintenance etc

#### **5/18 To receive any nominations for officers/committee members**

The following officers were nominated:

Chair: John Eaton  
Treasurer: Andy James  
Secretary: Jenny Sippings

Geoff Halls and Diane Ball volunteered for the committee and were proposed and seconded by Clive Smith and John Eaton. Lin Phillips stepped down as Vice Chair but wishes to continue as a Committee Member. The position of Vice Chair remains vacant.

All remaining current committee members seek re-election.

## **6/18 To elect Officers and Committee**

The following people were elected to the committee by group election:

Chair: John Eaton  
Treasurer: Andy James  
Secretary: Jenny Sippings

Committee Members:

Wendy Calder  
Angela Wheeldon  
Cynthia Fulks  
John Goffey  
Kate Rankin  
Lin Phillips  
Geoff Halls  
Diane Ball

The Chairman re-emphasised that any tenant considering joining the committee can observe at a committee meeting by prior arrangement with the Secretary.

## **7/18 To elect Allotments' representative on Town Council's Allotment Management Team**

John Eaton was elected as the site representative.

## **8/18 To consider future developments**

- a) 3 First Aid boxes will be provided one of each at the Tea Hut, Toilet and Main Shed.
- b) Sunnyside Rural Trust is having a Defibrillator installed in the spring, and the Committee will negotiate to share this facility.

## **9/18 Any other business**

- a) A member asked if any tenant was qualified and willing to give a demonstration on fruit tree pruning. This will be investigated as a show of hands suggested 20 or so people were interested in attending. Two tenants offered their fruit trees to be used for the demonstration.
- b) The Chairman will raise the rat problem at the AMT to ascertain what preventative measures are used by other sites
- c) Clive Smith agreed to submit an article on compost heap management for the newsletter.
- d) The Open Day co-ordinator to consider all the feedback nearer the next event date.
- e) The Chairman requested that excess stones only to be applied to roadways in winter when they will be bedded in the soft earth easier.
- f) The next AGM is scheduled for January 19<sup>th</sup> 2019

The meeting closed at 11.35 am.



# Sunnyside Allotment Society

## Statement of Accounts for Year Ending 31 December 2018

**Opening Balance**    **£3,821.49**

### INCOME

Subscriptions	£328.00	(292)
Produce Sales	£174.00	(94)
Donations	£27.00	(113)
Material and Tool Sales	£109.50	(27)
Seed Order 2018	£1,322.30	(1,029)
Rotivator useage	£20.00	

Pruning Talk                                    £114.00

### OPEN DAY

Refreshments	£382.44	(347)
Raffle	£138.00	(88)
Produce	£295.45	(483)
Plants	£179.05	(181)
Meet and Greet	£101.30	(70)

TOTAL INCOME                                £3,191.04

Income less expenditure                    £743.86

**Closing Balance**    **£4,565.35**

### EXPENDITURE

Insurance	£83.64	(82)
NSALG affiliation	£240.00	(234)
Printing	£141.77	(108)
Postage	£2.97	(7)
Seed Order 2018	£1,106.33	(894)
AGM hall hire	£30.00	
Gift voucher (for pruning talk)	£31.50	
Tea Hut & Toilet costs	£120.96	

Open Day expenses                        £90.79 (102)

Shed Project                                £251.12 (1501)  
Other Maintenance                        £210.10 (578)

### Donations

Hospice (raffle)                            £138.00 (138)

TOTAL EXPENDITURE                        £2,447.18

Verified as a true reflection of the society's financial position at 31 December 2018

Jane Hughes FCCA

13/1/19