

**Committee Meeting Minutes Held on Tuesday 20th August 2024 7pm
At Conservative Club, Orpington.**

Present, Bill Whatley (BW) chairman, Lesley Adnett (LA) Membership secretary, John O'Connell (JC) Rob Winkley Deputy Chairman (RW), Bob Vine (BV) and Denis McCarthy (DM).

1. Apologies: Graham Garnet

2. **Minutes of last meeting held on 12th March 2024**

Minutes agreed as correct record.

3. **Matters Arising from the minutes**

None

4. Chairmans Report;

-Manure has been delivered

-Bushes need cutting

-Clear 25b

-leeks all sorted

-back gate need a wire bond around to bring to post back in place.

5. Treasurer's report to meeting on 27/8/2024

	Actual	Budget
Rents	5458	5200

Rent	174	510
Water	758	900
Elec	207	350
Admin	244	400
M&R	5349	5500
Shop sales	404	200

Current account balance as at 27/8- £22820.16

Deposit account £7171.70

Deposits donated/forfeited £1050

Cash in hand -machines £12.00

Tax on 2022 accounts £150, will claim refund now that the 2023 accounts have been submitted to HMRC.

Lottery award of 20K received on 21/6/2024, Committee agreed on 15/8 to accept quote of J W Scudder Ltd for £15895 Plus Vat and asbestos removal Company quote of £1395 plus VAT. Total £20748. Start date for roofing is November 11, subject to weather.

Fleet skip hire charges are £396 for a 12 yard skip and £312 for an 8 yard. We will use the skip to dispose of the old kitchen cabinets as Wickes will provide new cabinets and worktops, will be organised by plot holder Paul Wray.

National Lottery signs publicising our award to be erected, location to be discussed.

Drainage and water supply pipes run along lower road and connected to middle road at a cost of £4k, completed on 20/7/2024.

2 Stihl Petrol (£404), 2 Ryobi battery strimmer's from Amazon plus batteries & chargers (£195) and 1 Ryobi hedge (£119) trimmer purchased. Need to review performance of strimmer Batteries.

Discussion for AGM- Tugmutton allotments adjust plot holders deposit by £10 for each of 3 work parties not attended.

T&Cs to be amended for insurance policy endorsements re water containers.

AGM proposals for approval- borrow from deposit account agreed in AGM but subject to approval in EGM if activated, annual rents to be subject to CPI (excel Housing) inflation adjustment rounded up to nearest £, CPI figure as at month of July to be taken from the ONS (office for National Statistics) website.

6. Secretary's Report

Available plots

9a- to be offered to Jessica Dale

19a- to be cleared

22- to be cleared

25b- To be cleared then offered to josh

42b- Now cleared to be offered to Racheal

45a- Joe Hersey 30-day notice ends on 13th September

46a- Awaiting Denis's decision

70a-James Wall 30-day notice ends on 13th September

**Action to be taken – LA Will do next walk week beginning
1st September**

- To send out agenda for AGM

7. Any Other Business

RW-Fire extinguisher needed in the garage and shed.

LA-Padlock number needs to be changed due to ex plot holders still entering site.

LA-Plot numbers still not being displays on plots can we put it in the newsletter again.

BW- AGM bill will do the BBQ we need to get some food for this. But will ask people to bring food as well

JC- work parties can be split into sat and sun, also people will be penalised for not attending any work partied through out the year by £10 being taken from their deposit and they gave to make I up in the new year.

BV- Still looking into the toilets being split from the main line so they can remain on throughout the year.

DM- Speed bumps still need installing as people are still driving too fast. BW something to be sent out to tell people to slow down or the ramps will be installed.

LA- Plot 25b needs to be cleared , BV and RW to start to clear it this weekend and LA and BW to clear the rest following weekend.

-BV has sent minutes out from last AGM

Action to be taken-

- **JC to update term and conditions for the new proposals of £10 deductions to rent for nonattendance of work parties. 30% of deposit fund can be used to help maintain site if needed and rent to increase each year inline with inflation.**

AGM.

LA- to make sure sign in sheet is ready for

week

BV- to send out AGM reminder this coming

LA- to send out AGM agenda.

LA- to send out message to slow down.

8. Date of next meeting-TBC