



**Mile Road Allotment & Leisure Gardeners Association**  
**Saturday 1<sup>st</sup> February 2025 at 1pm**

**- Monthly Trustees Meeting.**

**Trustees** present: Maria Moon (MM) David Osborn (DO) Gary Black (GB) David Moon (DM)  
 Tony Mathews (TM) Mark Moore (Mam)

**Apologies Carol Andrew (CA) and Robert Hunter (RH)**

Agenda item	Action
1.Welcome by Chair	
<b>2.Astro Turf.</b> DO has completed an inspection and found 42 plots with Astro Turf and 11 plots with a small amount. He is concerned about the cost and time for skips TM suggested a skip on a weekend and charge tenants around£20.00 each in the warmer weather He suggested we advertise at the Plant Sale in May	DO
<b>3.Chairs report</b> MM is Concerned about the break- ins that have been happening a tenant has contacted the police We will look into the cost of different cameras MM has received notification from Robert Hunter that he wishes to Resign as a Trustee	MM Mam
<b>4. Treasurers report</b> The laptop is always available at meetings to discuss the accounts  Since the last meeting we have purchased:  Propagators, security wire and fixings, 3 skips and tractor hirer, cleaning and catering supplies, kitchen tap, anti-slip mats and stamps for tenants' letters  _Kill germ, delivery is pending bait boxes and traps for tenants to buy through the shop and rodenticide for communal areas only.  _Printer drivers have been reset on laptops.  Kitchen painted and cleaned  Emails sent and from police shared with all Trustees and printed for file.  Letter for all tenants about 100 collected and 180 posted.  We need to record our knowledge for future generations and if	CA

we are unable to continue in our current roles email sent to all Trustees. Admin tasks list and prudent to add another document about maintenance, events and security, when necessary, site maintenance work.  Manual file created.	
<b>5. Shop report</b> Potatoes orders and Onion sets are due in to the shop on Monday 3 <sup>rd</sup> February DO has said he will look into ordering Peas and beans from Kings Wholesale Catalogue	MM DO
<b>6. Catering report</b> AS thanked DM and TM in their work to improve the Hand wash sink in the kitchen The deep clean of the kitchen will be taking place on Thursday 6 <sup>th</sup> February. DM has said that he will look into purchasing a cupboard for under the Hand Wash sink	
<b>7. Plot Report</b> DO thank DM and TM and RH in their hard work in clearing the plots. We now have 5 more plots to give out which in total is 8 plots. A full Inspection will be done in March	MM DO
<b>8. Health &amp; Safety</b> GB has made a map of all Fire Extinguishers and alarms and doors. He will do a chart on line for easy viewing. GB will be arranging an inspection of the wood burner as the fire bricks inside are cracked.	GB
<b>9 MRALGA log book update since last meeting</b> Nothing to report	
<b>10. Monthly management task list</b>	
<b>11. Maintenance</b> DM is repairing the fence from the latest break ins and will attach wire onto the fence. Mam will work with DM on this	DM, TM Mam
<b>12. Security</b> report Mam checked 8 cameras but didn't pick up any faces. Mam asked if we could purchase some better-quality cameras	Mam
<b>13 Rodent control</b>	
<b>14 Events report</b> Plug plants are due to be delivered at the end of March. MM is on holiday change delivery address is required Volunteers are willing to help plant plugs when they arrive. Events committee meeting is on Saturday 22 <sup>nd</sup> February at 1pm All posters are ready to be put up around the site. Meeting in April for Plant sale	CA  MM DO
<b>15, A.O.B</b> DM needs to order 4 swivel clamps for the hand rail near the marquee area and some 2-inch screws. DO has requested 2 more propagators MM will order on Amazon. Mam has asked for some more re-chargeable batteries.DM has asked if we need	DM MM DO MaM CA

<p>any more Notice Boards as the Council have removed some and are available. TM has asked if we could buy some wood to build a shed as we cannot have a metal container as Insurance won't cover what is inside unless we adapt it. DO has requested the polytunnel to be increased for plant production</p> <p>It has been suggested that the cost of clearing a plot and the tractor needed and staff member should be met by the tenant and not plot rents. MM has asked the Tenant to come in on Thursday 6<sup>th</sup> February 2025 to speak to her DO will also be present.</p>	
<p><b>16. Date and time of next meeting:</b>The meeting was closed at 2pm and the next meeting is Saturday 1<sup>st</sup> March 2025 at 1PM</p>	