



MRALGA
Meeting
Monthly Trustees Meeting Saturday 7th Jan 2023
10.30am

Present: Maria Moon (MM), David Moon (DM), Lisa Muxlow (LM), Carol Andrew (CA), Garry Black (GB), Cheryl Britton (CB), David Oz (DO), Mark Moore (MMO)
Apologies: na

Agenda item	Action
<p>1 Welcome by Chair and minutes of previous meeting signed off for filing. From the 26th Nov 2022. MM wished all trustees a happy new year and thanked all for attending.</p>	MM
<p>2 Chairs report Maria thanked everyone for their hard work last year. Re events and the hard work we all put in last year. Hopefully the coming year will be as fruitful.</p> <p>On 5th Jan we held a meeting with Julian Polhill and Ruth Bell. Ref the Kings award we have been nominated for. 3 tenants who are also volunteers joined the meeting. All protocol and information has now been passed forward to panel for consideration. We will not know until June time if we have been successful in obtaining this award. If we do get the award we will be able to use the awards graphics on all of our paperwork. We will also be the proud owners of a crystal trophy. The general outcome was that we should as a group be very happy that we have got this far with our initial nomination.</p>	MM
<p>3 Secretary`s report</p> <p>CA requested Nov minutes emailed over to be posted on the website.</p> <p>One tenant yet to renew. MM has spoken to the tenant and explained that the last date for payment will be the Sat 14th Jan or the plot will be relet.</p> <p>Also are we having a new logo? ALL have agreed that a new logo at this stage would not be required, as the site is well known within the community.</p> <p>DO has requested the following gets added to the 23/24 tenancy. New rule.</p> <p><i>Only chemicals that are for gardens and allotments can be used on site. No chemicals should be used on site, sourced from industrial premises. These chemicals can cause inability to grow for 5-10years. We have a statutory duty to protect the allotment land for growing purposes for the future. Advice is available from trustees if required.</i></p>	LM

	LM requested all changes to tenancy need to be verified by the Trustee meeting in May. Allowing enough time to print the new tenancy for tenant collection from first week of September.	
4	<p>Treasurers report</p> <p>CA has finances in hand. Funds have been set aside for events and plant sale. Maintenance and beautification. Shop currently in deficit of 1300 due to stock purchase.</p> <p>ALL agreed CA is to charge printer costs for home printer to our MRALGA account.</p>	CA
5	<p>Shop/Catering Report</p> <p>All stock has been purchased for this year. So that we are nice and full ready for opening up. We will keep an eye on stock throughout the season. Feb we will see potatoes delivered. MM will do final price check and make any amendments before opening on 14th. LM will reprint public price lists.</p> <p>CA has requested we have a volunteers to help out in kitchen. Trustees to ask the volunteers. CA will be doing a rota for cleaning, set up and close down. CA thanks DM and Tony for painting the floor over the xmas close down. Currently looking for a replacement dishwasher budget set for £260.</p> <p>DO requests are we buying a roll of micromesh? As tenants have asked us to stock it?</p>	CA/MM/DO
6	<p>Plot report</p> <p>1 full plot and 1 half plot and 2 micro plots available to let. 3 on waiting list. 14th Jan sees us able to reallocate these plots. Inspections will be restarted end of February. These will be completed on days when the shop is not open.</p> <p>Moving forward with regards plots. Maria and David make the decisions and if and when they need to they bring issues to the trustees meetings they will. The template letter is to be used for individual issues.</p> <p>DO woowoo will be officially opened in march troughs and beautifying Needs to be completed before this date.</p>	DO

7	<p>Health & Safety</p> <p>GB has risk assessed to WooWoo, there are no risks to the public. We will place the toilet bar surrounds in the WooWoo for those that are of a fragile nature. We need to address the cleaning of the area. Cleaning eco cleaner to be used to wipe round weekly. GB to write a cleaning process.</p> <p>DO we have recovered a drum of chemical from a plot that needs to be disposed of. LM mentions small issues causing blockages to main roadways tenant should be telephoned.</p> <p>Pallet truck needs replacing urgently for an electric one. This will need a charging unit and to be purchased ASAP. It will be a costing of nearly £1000 to invest GB will find a few units to put forward.</p>	GB
8	<p>MRALGA Log book update since last meeting No update since last meeting</p>	MM
9	<p>Maintenance</p> <p>Poly tunnel guttering clips need to be purchased. Tank 32 has been hit and moved off its block and will need repairing before water goes back on. Shop chicken feed doors are going to be changed this year. New mower to be purchased end of March. Type 1 to be ordered in March. DM requests a cross cut bench mitre saw for ongoing works throughout the year. £129.00.</p>	DM
10	<p>Community payback</p> <p>No discussions this month MM needs to contact Jackie ref return of helpers in March.</p>	MM,
11	<p>Security report</p> <p>2 Cameras now re positioned and installed. 4 more are to be done. Nigel will now be completing perimeter checks moving forward in a voluntary capacity.</p> <p>Tenant has requested a camera be positioned on plot as damage reported.</p>	MM
12	<p>Events</p> <p>Richard Stevens, Paul Howlett and Helen Whelan, have all said they would like to volunteer moving forward, discussed with MM. CA has spoken to Micheal and he too would like to be on the volunteers list. Kayleigh Shopland, Debbie Parsons, Gemma Cooper, Mrs Lambert, Brian Jones, Maria, Rachel, Dougie, John and Beryl have all so far volunteered and may be able to help on event days and with voluntary work for events.</p>	CB

	<p>CB will organise sub committee for events first meeting to be held first weekend of February feb 4th 10:30am.</p> <p>DO says how brilliant the last 3 events have been. Going back to show last year. This year there needs to be a meeting 14 days before the event. There were no breaks, as there was a lack of volunteers.</p> <p>Newsletter we need a volunteer to take this on.</p> <p>LM has changed all noticeboards and updated with new 2023 marketing and the A frames will have their new dates on by re opening on 14th Jan.</p>	
13	<p>A.O.B</p> <p>Tshirts CA has links to get tshirts printed for trustees and events team? CA will discuss with her contacts.</p> <p>All bonfires to be cancelled 6th/7th May.</p>	ALL
14	<p>Date of next meeting</p> <p>Feb 18th 12:30pm.</p>	ALL