


MRALGA
~~Agenda~~ **MEETING**
Monthly Trustees Meeting Saturday 26th Nov 2022
12:30 pm

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

| Agenda item | Action |
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| 1 Welcome by Chair and minutes of previous meeting signed off for filing. From the 12 th sept. | MM |
| 2 Chairs report Agreement of annual positions discussed and agreed as follows: Maria Moon Chair, David Oz Vice Chair Carol Andrew Treasurer Lisa Muxlow Secretary David Moon Maintenance Mark Moore Security Cheryl Brittain Events Garry Black Health and Safety Shop Manager Maria Moon Plot inspections Maria Moon and David Oz Catering Carol Andrew and Cheryl Brittain Additional Maintenance Mark Moore and Garry Black Volunteers are managed as and when needed by whomever is organising the event they are needed for. | MM |
| 3 Secretary's report What are we doing with the unpaid tenants now? There are 4 left to pay. 1 we know is not being renewed. We are still trying to get hold of one late tenants son. The 2 remaining ones will have there final letter sent this coming Thursday. Management procedures and who does what? I have emailed out the minutes from the AGM and amended apologies for Jake and Vicky as requested. | LM |
| 4 Treasurers report Discussed income from plot fees. Kings pre-orders due today and will be paid Monday. Monies already set aside. | CA |

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| | <p>We are still missing ward fund payment for donation to the woowoo. Currently awaiting on £1250, from them. We have paid anyway. We may need to re apply for the remaining amount. We are liaising with them currently for a resolution.</p> <p>Insurance to be paid by the 31st December. 5 trustees to sign off on the quote and not need another meeting.</p> | |
| 5 | <p>Shop/Catering Report</p> <p>Gro-wells order to be sent this week. Ask for onions, potatoes and compost to all come together.</p> | CA/MM |
| 6 | <p>Plot report</p> <p>6 on waiting list and 2 full plots that will be coming vacant. 2 micro plots available. 1 more will be coming available shortly.</p> <p>No availability of 2nd plots currently for any tenant. Inspections to restart Febuary.</p> | DO |
| 7 | <p>Health & Safety</p> <p>3 COSHH sheets needed struggling to find so GB has asked LM to look into this.</p> | GB |
| 8 | <p>MRALGA Log book update since last meeting No update since last meeting</p> | MM |
| 9 | <p>Maintenance</p> <p>2 raised beds in front of woo woo are now in the process of being built. Fencing between poly and first plots. Ideally pallet or trellis fencing. The pergola needs to be moved to the marquee area DM and GB need to liaise with moves. This needs to be done before the first marquee event of 2023. Fencing along LHS of marquee, we nearly have enough to finish this area. Electricity to run to greenhouses before feb.</p> | DM |
| 10 | <p>Community payback</p> <p>It has been decided that we will not be having community payback until after the new year. When they are back they need to dig holes as discussed and help move the pergola.</p> | MM, CA |
| 11 | <p>Security report</p> <p>2 new bird boxes up this week.</p> | MM |

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| | 3 other cameras around site. 2 more bird boxes going up. Nigel will be starting to do perimeter walks weekly. | |
| 12 | <p>Events</p> <p>Santa's presents have been purchased and the mince pies for santa's visit.</p> <p>Wreath making confirmed as 9.</p> <p>Raffle and tombolo need to be sorted for xmas event.</p> <p>Paul Sharp has asked if it would be possible to have a kids craft morning every 8 weeks. He is happy to supervise the event and run it in line with the hut opening times of 10-12. He has also said he would be prepared to do an A-board to advertise it. Throughout the year we can get the kids doing arts crafts and in the better weather get them out doing litter picking or helping plant up some bits?? If they are out on the site parents of all children would need to supervise the walk about.</p> <p>Risk assessments would need to be put in place before anything can move forward.</p> | CB |
| 13 | <p>A.O.B</p> <p>Silvano wanting an exceptional meeting to re count vote of abolishment of bonfires.</p> <p>All agreed no exceptional meeting will take place. It was for or against the abolishment of bonfires. In Jan we will rediscuss the burning.</p> | ALL |
| 14 | <p>Date of next meeting</p> <p>Jan 7th Jan 10.30am</p> | ALL |