

GRAVEL PIT ALLOTMENTS ASSOCIATION

www.gravelpitallotments.org.uk

MINUTES

Meeting held on 9th Jan 2010 at The Stables, Meltonby

PRESENT

Suzanne Allan (Chair)

Michael Atkin (Treasurer)

Andy Hancock

Steve Oxley

Denise Mitchell (Secretary and minute taker)

I. Table Top Sale

Arrangements were confirmed for the table top sale to take place at the Scout Hut on 23rd January 2010 from 10:00 am to 1:00 pm.

- Donations have been stored by Michael and tombola stuff by Suzanne. Thanks to both.
- Flyers have been printed by Michael (thanks) and distributed. One for residents of the Parish, who can apply for an allotment, and one for non-residents to publicise sale. Denise to ask Pock. Infants if flyers can be put in bookbags. Numbers to be confirmed so Michael can print them.
- Suzanne confirmed that the hall is available from 9:30 am for setting up and for some time after 1:00 pm to clear away.
- Tables will be arranged in a horseshoe around the room so people can easily walk round, leaving easy access to toilets.
- Each table will sell a specific item – e.g. books, electrical equipment, clothes.
- Steve will supply clothes rails for the clothes stall.
- All to bring carrier bags and coat hangers if possible.
- Suzanne will prepare items for tombola. Denise to check with Pocklington Infants if we can borrow their tombola.
- Michael and Andy to price up.
- All to meet at The Stables at 9:00 am on 23rd to collect sale items and take to Scout Hut.
- As all were unsure of procedure regarding cashing cheques, Suzanne to use £100 of her own money to provide float. Decided to get £70 in mixed change (except 5p, 2p and 1p) and £30 in £5 notes. £10 float for each stall. Suzanne to claim £100 back from GPAA account.

- Denise to see if we can use school's A-board to put outside Scout Hut on the day.
- Flyers may be handed out in Pocklington on the morning of the sale.
- Jobs allocated as follows:
 - Door – Michael
 - Cakes/produce - Suzanne's sister-in-law
 - Toys/games/bric-a-brac – Denise
 - Books – Steve
 - Tombola – Charlie
 - Electrical – Andy
 - Clothes – Suzanne, Lindsey

2. Meeting with Parish Council at 7:30 pm on 15th January 2010

Attendees will be John Ackerley and Michael Atkin from the Parish Council and Suzanne Allen, Steve Oxley and Denise Mitchell from GPAA.

Michael confirmed that PC has now received Title Deeds to Gravel Pit Field so meeting will be to confirm that Gravel Pit Field will be made available to GPAA for community allotments and to discuss terms of arrangement. Suzanne has downloaded a standard tenancy agreement from the NSALG (National Society of Allotment and Leisure Gardeners) website which would be between PC and GPAA. (A separate tenancy agreement would be made between GPAA and allotment holders.) Suzanne raised one query about stamp duty which may be payable by the PC. Michael to check with ERNLACCA.

Rent

Gravel Pit Field currently let by tender for £120 p/a. Michael to suggest first year's tenure is rent free followed by a nominal rent thereafter because:

- The allotments are a community project which will benefit the Parish
- Work carried out by GPAA, including clearing, levelling, crowning trees etc, will result in a significant betterment of field
- GPAA standing costs such as insurance and water rates will be considerable.

Parish Council have kindly agreed to incur the cost of connection to mains water.

Tenure

Allotments are usually on a 99 year lease. GPAA to press for as long a tenure as possible.

3. Update on Funding Bid

Suzanne reported that we have got through to round 2 of our bid for funding from the Big Lottery Local Food fund. We have applied for £25,000. We will be allocated an adviser who will be assigned to us by the end of January and will visit us to help with completion of the next lot of forms. Thanks and well done to Suzanne for all her hard work and for getting us this far.

Michael advised extra special care with record keeping on spending.

Suzanne thinks it unlikely funding will be in place before April 2010.

In the meantime offers of free help with groundwork have been received from Trevor Woodliffe and Mark Woodall, and Suzanne has found 300 tonnes of topsoil which will be donated free.

Free goods and services may be able to be set against possible funding as “match funding”. Our Big Lottery adviser may be able to advise.

4. Other suggestions for fundraising

- Denise to draft letter asking for donations in return for advertising on our website and link to theirs. Suggestions included Travis Perkins, contractors building library, Joseph Rowntree, Lord Halifax, Yorkshire Building Society.
- Michael to ask his employer for a donation
- We will continue to collect items for including in further table top sales or to take to car boot sales. In particular York Racecourse was suggested.
- Michael to call Pocklington Town Council about having a cake stall in front of The Deli on Market Place
- Quiz night
- Plant stall – in spring. Perhaps in Pock in front of The Deli – Michael to call Town Council.
- Andy reminded us that purchases made through the book links on the website will generate referral fees.
Co-op website has details of their funding for sustainable charities.
- Charity shop in vacant premises on Chapmangate.

5. Any Other Business

Plan of work

It was agreed to put plans in place so that work can start at the beginning of April.

Michael to liaise with Trevor Woodliffe and Mark Woodall about levelling and ploughing Gravel Pit Field, and collecting and moving topsoil. Suzanne said Mark could scrape away all the weeds from the surface before ploughing and perhaps use a hedgecutter to trim back the boundary where possible. Subsequent weeds could then be mown down if they grew back on paths and would be dug out by plot holders.

Allotment Rent

Suggested rent per plot £25 p/a

Meetings

It was agreed to have a full meeting every other month with minutes listing actions and expenditure. Initially these would be at Committee's houses but if numbers increase may have to be at the Parish Hall – perhaps PC could donate? Other meetings may be called as necessary.

Suggested dates for subsequent meetings:

- Sunday 28th February
- Sunday 4th April (AGM)
- Sunday 6th June
- Sunday 8th August
- Sunday 3rd October
- Sunday 5th December

6. Next Meeting

Sunday 28th February 2010 at 2:00 pm at Mill Royd, Yapham Mill