

**MOORSIDE ALLOTMENTS ASSOCIATION**  
**MINUTES OF ZOOM COMMITTEE MEETING HELD ON TUESDAY, 2<sup>ND</sup> FEBRUARY 2021 AT 5.30 PM.**

**PRESENT:** Susan Pownall (Chair); Nicola Francis (Treasurer), Sue Brophy, Frank Lightfoot, Rich Littlewood, Steven McDonnell.

**1 APOLOGIES FOR ABSENCE:** Nick Coster, Tony Whittle, Sue Johnson (technical problems with ZOOM).

**2 MINUTES OF ZOOM MEETING HELD ON 12<sup>TH</sup> JANUARY 2021.**

Approved subject to one small amendment under Waiting Lists item 10. There were 40 people on the waiting list, not 50.

**3 MATTERS ARISING.**

- a) FL was updating the site plan circulated previously to the Committee and it was agreed it could be posted on the website when completed to identify plot numbers in particular.
- b) SJ would offer surplus plant scheme seeds to members for a small fee.
- c) SB and Jean Hannon had completed the tidy-up of the frontage which looked extremely neat and clean. The Committee thanked the ladies for their stalwart effort.

**4 CHAIRMAN'S REPORT**

SP outlined the plans for the mailout of AGM papers to members by email, commencing with the official Notice of the AGM. There were seven plotholders still without email who would receive their papers by post. Agreed the meeting would be held remotely by ZOOM and RL would manage the technicalities of participants' entry to the meeting on 24<sup>th</sup> February. It was also agreed that the papers would be distributed in a simplified form i.e. not too many attachments, although it was agreed that the 2021 rent form and the annual accounts would be included as separate items.

Each Committee member agreed to serve again for the ensuing year and their names would be put to the AGM for approval. It was also hoped that additional, new Committee members would decide to join the team.

SP reported that the tree surgeons had attended the site but the weather had prevented them from finishing completely the work on the small number of trees needing attention. They would return when conditions improved. SMcD noted that there had been some damage to the fence of one of the plots where work had been carried out. Some loose wire needed removing. He would notify the plotholder accordingly.

**5 SECRETARY'S REPORT** – Nothing to report.

**6 TREASURER'S REPORT**

NF to forward 2020 accounts to RL to include with AGM papers. SP had also updated the Rent Form. The Committee had recommended 2021 rents remain the same

**7 TRADING HUT MANAGER'S REPORT**

Takings for January 2021 amounted to £452.05. SP had ordered and received bulk quantities of compost, had taken delivery of the 2021 seed potato order from the wholesalers and had also stocked up on bird food. She had reverted to selling remotely by 'Click and Collect' as a health precaution bearing in mind that under normal circumstances, the shop attracted customers from the locality as well as providing a service to Moorside gardeners. All orders could be placed by email, text or phone and the details had been posted in the outside of the shop doors. SP would also order more manure as the present supply was practically exhausted. RL asked if shop purchases could be paid for by PayPal. NF agreed to look into it but emphasised this method would probably incur fees. SP added that the shop's current BACS system did not incur fees and worked very well.

**8 COMMUNITY PLOT UPDATE:** RL reported that the Community Group were weeding and generally tidying up but were limited by the wet conditions.

**9 HEALTH AND SAFETY ISSUES.**

SMcD advised the meeting that he was still waiting for better weather before erecting the new H & S notice board.

He also advised that where members had given notice that they were vacating their plots, 'playground' equipment should be removed, not only because the Association should not be responsible for maintenance or disposal of such items but also they presented a potential health and safety hazard for any subsequent child using the equipment. SP would write to the relevant plotholders prior to their vacating their gardens this month, asking them to comply.

**10 WAITING LISTS, LETTINGS AND INSPECTIONS.**

SP reported on behalf of TW. There were still 40 people on the waiting list, no lettings had been made but notice had been given by several plotholders that they were leaving, although none had officially vacated yet. There were also three existing plotholders on the supplementary waiting list requesting an upgrade to full plots. SP and SB had had a general look round the site prior to the meeting and had identified several problem plots. NF recommended official action be taken in March or when the health pandemic lockdown was officially eased. It would also be clearer then if any more people were giving up their plots. SP confirmed the reassuring directives on both the National Allotment Society and Urban Green websites that subject to their Covid 19 related guidelines being adhered to, which Moorside continues to observe, allotments had official status as a safe and acceptable environment for exercise, physical and mental wellbeing.

**11 NAWG MATTERS.**

SP had been given the impression by Urban Green that the Freeman sites would remain under UG management until April 2022, the probable date for a handover to Freeman direct control.

**12 ANY OTHER BUSINESS**

- a) SB/SP had been approached by a gardener who was having severe difficulty controlling mares tail in their garden. Various possible solutions were discussed, which SP would forward to the gardener concerned. The Committee emphasised that no plants on that plot should be moved or offered to other gardeners for fear of transferring or spreading the weed.
- b) FL reported accidental damage to the fencing on his half plot on the west lane. Two vertical posts had been broken and one horizontal crossbar damaged. SP and SB had inspected the damage but found no obvious evidence of the cause.
- c) RL was thanked for setting up the ZOOM facility for the meeting.

**13 DATE OF NEXT MEETING**

**Tuesday, 2<sup>nd</sup> March 2021 at 5.30 pm by ZOOM.**

The meeting closed at 6.45 pm.

**SCP**

**4<sup>th</sup> February 2021.**