

**HORFIELD AND DISTRICT ALLOTMENTS ASSOCIATION LIMITED**  
**MINUTES OF ANNUAL GENERAL MEETING**  
**Monday, 23th February 2004**  
**Held at the Good Shepherd Hall, Kings Drive from 7.30pm.**

**PRESENT**

Mr. Pete Clee, acting Chairman,  
Miss Phyllis Brooks, Secretary & Mrs. Janet Row, Assistant Secretary  
Mr. Brian Styles, Treasurer & Mr. Ken Smith, Assistant Treasurer  
And between 20 and 30 members.

**NOTICE OF THE MEETING HAD BEEN CIRCULATED IN THE NEWSLETTER TO ALL MEMBERS**

**APOLOGIES**

Roger and Val Chainey, Neil Pirie, Ted Ayers Hunt, T. Bennett, Carol Sedgwick, Jon Palfrey.  
Councillors: M Kerry, Philip Jones, R Walker and Sylvia Townsend.

**WELCOME**

Mr. Stephan Clampin, CC Allotments Manager,  
Councillor Bev Knott (Bishopston Ward)

**MINUTES OF LAST ANNUAL GENERAL MEETING**

Were distributed to the membership present and adopted on a proposal by Phil Hall and seconded by Ken Smith. There were no matters arising.

**TREASURER'S REPORT**

A summary account and report were distributed to the members present. Full audited accounts are available to members on request.

The total Credit balance of the Association stands at £31,584 made up of:

£ 1,756	Current Account
£ 3,998	Investment Account
£25,830	Scottish Widows (where our reserve funds gain the highest interest rate)

The Treasurer reported a recent increase in the rate of lettings and a consequent improvement in the general level of cultivation on the fields. This improvement followed the leafleting campaign in 2003 and the promotional work carried out by the City Council. The treasurer acknowledged the work of Mr. Steve Clampin (City Council Allotments Manager) in promoting allotments.

In a short explanation of the accounts the treasurer pointed out that:

- The rent collected by the Association is no longer paid to the City Council but is now kept by the Association for the payment of bills and maintenance costs that are now the responsibility of the Association.
- In 2003 we received £7,000 from the City Council which was invested in capital projects. In 2004 a further payment of £7,000 will be received from the City Council.
- The audit fee for 2002/03 was unusually high due to the change from a company registered under the Industrial and Provident Societies Act to a Company Limited by Guarantee. This required that two sets of accounts were produced and audited.
- The cost of estate maintenance is rising.

The Committee proposed a rise in rent, not exceeding 10% (£2.90 on a full sized plot), to be announced in September 2004 for implementation in October 2005. This proposal was agreed by the meeting. It was noted that Council allotment rents are to rise by £3 in 2005 and a further £3 in 2006.

Acceptance of Accounts for the year 2002-2003 proposed by John Molton and seconded by Janet Row.

It was proposed and agreed that the Association continues to employ the current auditors (Tyrrells) for the year 2003/4, proposed by Pete Clee, seconded by Brian Styles.

The Treasurer expressed his gratitude to John Molton for his invaluable help over the past year.

**CHAIRMAN'S REPORT**

The Chairman reported that since becoming a Company the Association has unsuccessfully applied for charitable status. The reasons given for rejection were: insufficient educational work, insufficient poverty relief work and insufficient racial mix. The receipt of £7,000 from the City Council has allowed improvements to fencing and to haulingways over the last year, resulting in increased lettings particularly on St Agnes field where access has been greatly improved. The promised £7,000 from the City Council for 2004 will be used to improve security on Longs field by installation of palisade fencing.. Vandalism continues to be a problem though no thefts have been reported. Longs and Baptist have been particularly hard hit, though Davis has had a better year following improvements in security.

A grant awarded from the Esmee Fairbairn Foundation has allowed the installation of a pond and a recycling centre at the bottom of St. Agnes Field.

The rise in lettings has necessitated the introduction of a waiting list for some fields. Birchall, being a particularly popular site, has seen the letting of some of the traditionally difficult-to-let plots. Wessex still has vacant plots but has gained a new housing estate as neighbour. The Chairman raised the issue of maintaining good cultivation on the sites. He pointed out the 'two thirds' cultivation rule that should be used by field representatives as a guide to acceptable levels of cultivation..

Two of last year's proposals have not yet been acted upon. These were resolving the flooding in Donkey Lane and the production of a newsletter for local schools.

Due to the urgent need for improvements in security there may be some delay in the plans to improve water supply and haulingways on some fields.

We have applied to host 'Gardeners Question Time' but have had no response to date.

#### **BCC ALLOTMENTS MANAGER**

Mr. Stephen Clampin reported a good year for Bristol allotments throughout the City with a 5% rise in lettings. Unfortunately there has been a rise in vandalism on all sites and he recognised our need to improve security. He confirmed the allocation of £7,000 from the City Council for 2004. Mr. Clampin urged the Association members to participate in the Bristol City Council Allotments Competition which awards prizes for new comers, innovative plots and eco-friendly plots as well as for well kept plots.

#### **TRIBUTE TO PHYLLIS**

After 35 years as the secretary of the Association Miss Phyllis Brooks has decided to step down. John Molton delivered a tribute to Phyllis acknowledging the work that Phyllis has put in over the years, particularly in the days before computerisation, when Phyllis dealt with minutes, correspondence, plot lettings and represented the Association at meetings with the City Council. Phyllis is an invaluable member of the committee particularly to younger members who benefit from Phyllis's knowledge of the fields and their tenants. John presented Phyllis with a cut glass vase on behalf of the members of the Association.

#### **PRESENTATION OF TED HILL CUP**

The Ted Hill Cup, and a £25 garden voucher, for the most improved plot during the first year of tenancy was awarded to Ted Lally of 51A & 52A St Agnes, presented by Phyllis Brooks.

#### **ELECTION OF OFFICERS.**

**Field Reps:** Mike Cooksey was nominated as representative for Longs Field, proposed by Ken Smith, seconded by Ingrid Morris.

There being no further nominations it was proposed that the remaining field representation be re elected en bloc, proposed by Phil Hall, seconded by Janet Row.

#### **Officers:**

Chairman: Neil Pirie, proposed by Brian Styles, seconded by Anne Millar.

Secretary: Ingrid Morris, proposed by Ken Smith, seconded by Janet Row.

Treasurer: Brian Styles, proposed by Ken Grandy, seconded by Ingrid Morris.

Minutes Secretary: Christine Styles, proposed by John Molton, seconded by Paddy Dance.

Plot Manager: Phyllis Brooks, proposed by Christine Styles, seconded by Paddy Dance.

#### **Company Directors**

In accordance with Company policy one third of the Directors need to be elected each year. The following Directors stood down and were re-elected, proposed by Anne Millar, seconded by Roger Crudge: N. Pirie, B. Styles, J. Row, C. Styles, J. Palfrey, H. Millbank.

#### **ANNUAL SHOW PROPOSAL**

John Molton, Margaret Robbins and Sarah Rhodes prepared outlines for the proposed annual show, to be held on the second weekend in September. Margaret Robbins presented the following recommendations to the meeting:

The show should consist of several categories of produce:

1. Competitive classes for vegetables and flowers
2. Display table for culinary herbs.
3. Under 12s novelty veg.
4. Display table for interesting and unusual produce with information about cultivation and recipes.
5. Exchange table for seed, plants and produce.
6. Refreshments.

It was recommended that the show should be a social event as well as a competition.

The show proposal was agreed by the meeting.

#### **FUTURE AGMS**

After a brief discussion the following proposals were agreed:

- That a short and light-hearted report from each field be given at an AGM. Proposed by David Cemlin, seconded by Christine Styles.
- That a report be given by a member of the Organic Orchard Committee, Proposed by Anne Millar, seconded by Pete Clee.

#### **GENERAL DISCUSSION**

- 'Allotments' television series to be aired in April, David Cemlyn thanked all those involved in the making of this series in particular Jane Bailey.
- Hut Maintenance, Ken Smith drew the attention of the members to the ongoing need for hut maintenance and pointed out that roofing felt and preservative is available free of charge from field reps.

**THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9-00 PM.**