

MRALGA  
 Agenda Monthly Trustees Meeting Monday 6<sup>th</sup> November  
**6:30pm**

Present: Maria Moon (MM), Carol Andrews (CA), Mark Moore (MMO), Garry Black (GB) David Moon (DM) David Oz (DO)

Agenda item	Action
1 Welcome by Chair and minutes of previous meeting All agreed and signed by Chair	<b>MM</b>
2 Chairs report Really well with plot payments and shop. Resignation from Cheryl Britton due to health.	<b>MM</b>
3 AGM preparations  In the absence of a secretary CA has printed 50 copies of last years minutes and finance report.  CA has drafted the following for discussion and all trustees received copies before the trustees meeting.  Proposals received  All agreed notification notice to go up with banner  Tenant Nigel James has proposed:  We should restrict access and exit to the site to between the hours of Dawn till dusk.  Loan working and visits during unlit periods puts persons on plots at unnecessary harm and risk.  Likelihood of harmful incidents and accidents increases. Emergency services who may need to attend cannot always determine where the person is ,even if alarm raised by mobile.   The Trustees have also proposed this and support the proposal  :  <b>Tenant Nigel James has also proposed:</b>  MRALGA uses a one main gate system for means of access like many sites. Many plot holders use the gate over 300 and some have 2 keys.  Daily use of gate has increased over the years. Repairs need to be made when sometimes lack of attention when using the padlock or needs replacing when shown signs of wear and tear.	<b>ALL</b>

<p>Trustees need to attend the site at, sometimes unsociable hours to make repairs.</p> <p>Therefore, could we investigate the cost of electronic gates or have an additional pedestrian gate to the right of the current gate. The additional gate will assist when main gate repairs are needed.</p> <p>Nominations for trustees to date</p> <p>Nigel and Yasmin</p> <p>Proposed Agenda</p> <ol style="list-style-type: none"> <li>1) with trustees reports and our notes for the meeting.</li> <li>2) “) Agenda for tenants</li> </ol> <p>GBs report received today and now added to Trustees agenda</p> <p>CA will provide a list of Tenants and co Tenants able to attend the meeting and vote and also voting cards.</p> <p>Could we please encourage those unable to attend with proxy forms</p> <p>Catering team to be asked to make the tea.</p>	
<p>4 Treasurers Report</p> <p>Vicky Perkins our Independent examiner has checked the accounts and charity report signed them off.</p> <p>I will submit to Charity commission and companies House</p> <p>Accounts up to date and reconciled with bank. Laptop available at the meeting.</p> <p>Moving forward I have NAS subs to submit with members spreadsheet by 1/12.</p> <p>Company house return at cost of £13.</p> <p>Insurance is also pending. I would like support from Garry etc to take photos of improvements to huts for insurance provider.</p> <p>As we currently are without a secretary and no one else as offered to support, I have been monitoring secretary emails and passing onto our Chair or appropriate Trustee and AGM work as noted</p> <p>My husband has continued to support with database and Web site.</p>	<p><b>CA</b></p>

5	<p>Shop report</p> <p>CA emailed Potato order to Growells and they need our Onion and garlic order.</p> <p>MM has to complete a form to allow us to sell Nitrate of Chalk and Potato fertiliser to comply with Control of Explosives Precursors and Poisons Regulations 2023.</p> <p>CA asked whether we should buy more compost before 2024 price increase as Growells are currently well stocked.</p> <p>Agreed to order 4 more pallets of compost.</p>	<p><b>MM</b></p> <p><b>MM/CA</b></p>
6	<p>Catering Report</p> <p>Environmental health in section achieved a 5 star rating. Well done all.</p> <p>Officer advised some new lino on the floor.</p> <p>CA thought it would be good for all catering volunteers to meet before Christmas so all know about charts and keeping records and procedures up to date to maintain the new rating. Discuss pricing and future thoughts. All agreed</p> <p>Money is reserved to replace kitchen cupboards when needed. Floor being done over the winter.</p>	<p><b>ALL</b></p>
6	<p>Plot report</p> <p>5 plots available, also one held, another has asbestos, another needs a tidy before vacant.</p> <p>53 plots need paying for.</p> <p>Red letters to go out 9/11 /23 to all un paid.</p>	<p><b>DO</b></p> <p><b>CA/DO/MM</b></p>
7	<p>Health &amp; Safety</p> <p>Trying to arrange date for Elec sign off and PAT testing</p> <p>Asbestos still needs removal</p> <p>Report for AGM Supplied</p>	<p><b>GB</b></p>
8	<p>MRALGA Log book update since last meeting</p> <p>None</p>	
9	<p>Maintenance</p> <p>Green houses 99.9% finished</p> <p>Barbed wire at gate done as needed.</p> <p>Roofing grills being done.</p> <p>Tracks work completed for now. 80 ton used. Some left in Orchard for a few more repairs.</p> <p>Shed at rear of huts roof to be fixed next year need to order wood.</p>	<p><b>DM</b></p>
10	<p>Community payback</p>	
11	<p>Security report</p> <p>New Light at gate on trial</p> <p>Notices for barbed wire</p>	<p><b>MaM</b></p>
12	<p>Events</p> <p>Pumpkin event not as many as last year but nice.</p>	<p><b>All Events</b></p>

	<p>Next events meeting 25/11/23  Draft list of dates to be discussed.  Christmas raffle prizes needed. Some tenants have offered.</p>	
13	<p>A.O.B  DO could Winter meetings be on Saturdays after shop, All agreed.</p>	<b>ALL</b>
14	<p>Date of next meeting to be agreed at close of AGM</p>	