

WEAR SIDE-SMALLHOLDERS

(website: shieldsroadallotments.info)

MINUTES OF COMMITTEE MEETING HELD 24th March 2024

ATTENDED BY: Mr I. Hornsey; Mr J. Smurthwaite; Ms G. Clifford; Mr P. Hutchinson;
Mr S. Palmer

APOLOGIES: Mrs J. Palmer; Mr. J. Hornsey; Mr P. Larcombe

1. Minutes of previous meeting approved any matters below. Minutes to be published.
2. Correspondence. Addressed in Business.
3. Finances – Monies as in the bank.

4. Business

- 4.1 **Entrance car park.** The Council has been contacted and has given advice; awaiting estimates from contractors. **(Action: I. Hornsey)**.
- 4.2 **Interior car park by container.** Work to clear rubbish from the embankment adjacent to the metro lines and construct a fence, will be undertaken. Awaiting estimates from contractors. **(Action: I. Hornsey)**.
- 4.3 **Roads and verges.** Pot-holes will be repaired on site roads and chippings acquired to allow any repairs to verges. Awaiting estimate from contractor. **(Action: I. Hornsey)**
- 4.4 **Fly tipping.** Plot-holders should be encouraged to close site gates to discourage fly-tipping, as the Council has requested. Potential CCTV solutions outlined. Under review. **(Action: J. Hornsey)**
- 4.5 **Unworked gardens.** Calls and letters actioned, follow up calls to be made. Mr S Palmer will now be responsible for this function, but will be informed of known medical extenuating circumstances by the Secretary. In hand **(Action: I. Hornsey; S. Palmer)**
- 4.6 **Banking.** The bank is working on opening the new account, but is waiting for a letter from the Council. Contractor site work outlined above can proceed once an active bank account is restored. In hand **(Action: I. Hornsey)**.

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4.7 Resignation from Committee. Letter confirming Graeme Arnott is standing down from the Committee due to health/personal/domestic reasons. He will continue to support the Committee as before.

4.8 Signs. All signs have been received and now need to be erected. To be arranged
(Action: I. Hornsey)

4.9 Council communication. Re. queries raised with Council by individual(s) on site. Responses agreed and to be conveyed **(Action: I. Hornsey)** Note: It is expected procedure that people raise queries or complaints in writing (and signed) with the Committee in the first instance, and receive its response, before approaching the Council.

Date of Next Meeting: June 2nd 2024