

MINUTES – Meopham and District Allotment Association (MDAA)	
Date	1 st April 2025 19:30 – 21:30
Venue	Small Committee Room, Meopham Village Hall
Attendees	Mark Hill, David Aspinall, Rodney Buckland, Dominic Sullivan, Lizze Brooker, Rita Cook, Lindy Webster, Mitchell Whetstone

Item No.		Action
1	Welcome and Apologies MH opened the meeting and noted that all Committee members were in attendance. MH declared that he was feeling rather poorly and was having difficulty in returning his plots to an acceptable level of cultivation. Wishes for a speed recovery were extended by the Committee. A dictionary of Committee members' initials is provided as a footnote.	
2	Draft Minutes of the 4th February 2025 meeting The Minutes were approved. Matters arising: DA reported that our water supplier, Business Stream, had not shown any interest in inspecting the water meter enclosure and carrying out remedial work.	DA/RB
3	Secretary's Report RB reported that the tree surgery campaign carried out on 21st and 26th February 2025 went largely to plan. Although expensive, some tasks, such as pollarding, required considerable expertise. Logs were left on plots and a good supply of chips were left for plot holders in two mounds. Some logs from plots 11c and 12e were found to be too large for domestic log fires and were processed further by a volunteer.	

	In the event that further tree surgery contractors are used, the following recommendations were offered: Committee should make sure that the contractor's manpower estimate for a given set of tasks is not inflated. As there is a continuous flow of relatively easy tree surgery tasks identified by plot holders, consideration should be given to volunteers carrying out work, subject to further advice on liability management. 'Thank you' messages were received from plotholders of 11b, 12e and 13g. RB also reported on the tenancy renewal campaign: - It appeared that there were more than twenty non-payers at the relaxed deadline set in February. - "I didn't receive the email" was a common affliction, even though <i>eMailOctopus</i> detected the opening of them. - Several cheques and bank transfers either were referenced with the wrong plot number or were from a different name to that registered in <i>PlotMaster</i>. - Several plot holders had 'given up', but either did not or were unable to inform the Committee.	
4	Lettings Manager's Report Victoria reported in writing: - There were eight vacant plots. - Three potential newcomers were on the waiting list. - A further two have not responded to invitations to inspect available plots.	
5	Treasurer's Report DA reported that changes to our banking terms were imminent: - A 50p charge would be made for paid-in cheques - A monthly account fee of £4.95 would apply.	
6	Health and Safety It was noted that the annual Health and Safety report had yet to be finalised.	MH

7	Tyres Agreed: RB to contact the company known to RC for collection of the new tyre mountain near the front gate. Noted: at least two 'tractor tyres' remained on plots and should be removed before the collection takes place.	RB MH
8	AOB Agreed: RB to write to the new Meopham Parish Council Clerk, about the long outstanding remedial work on the main gate and the apron leading to Park Hill. Agreed: Future Committee meeting will start at 19:00 on Tuesdays. MH recommended that three quotes should be considered by the Committee for any externally contracted work at a cost of £500.00 or more. The meeting finished at 21:30.	RB

Key-value pairs:

DA	David Aspinall	MH	Mark Hill
EB	Lizze Brooker	DS	Dom Sullivan
RB	Rodney Buckland	LW	Lindy Webster
RC	Rita Cook	MW	Mitchell Whetstone