

MINUTES – Meopham and District Allotment Association (MDAA)	
Date	18 th July 2023, 20:00 – 22:00
Venue	Small Committee Room, Meopham Village Hall
Attendees	Mark Hill, David Aspinall, Rodney Buckland, Dom Sullivan, Lindy Webster, Lizze Brooker, Victoria Crone

Item No.		Action
1	Welcome, Apologies and Chairman's Report MH opened the meeting. It was noted that DS would arrive late and that the meeting was starting at 20:00 instead of the usual 19:30 to avoid any difficulties with the dojo. A dictionary of Committee members' initials is provided as a footnote.	
2	Draft Minutes of the 13th June 2023 meeting No corrections to the Minutes of the meeting were proposed. Matters arising: RB asked whether the new <i>What3Words</i> locator for the portable toilet – splash opens funds - had been conveyed to the contractor. DA confirmed that it had been. RB reported that a newsletter has been sent out to a mailing list extracted from PlotMaster, but that a notice about the use of weedkiller had been omitted in error. RB reported that pathway conditions were assessed during the WeedWalk on 4th July and that reminders would be sent out to the relevant pairs of plot holders. RB reported that some 'serial offenders' (in the context of previous WeedWalk exercises) had been identified and that this year's process took past performance into account. It was agreed that the height of the fencing recently erected on 18A would be measured to see if it satisfied the 1.2 metre constraint in the Tenancy Agreement.	RB RB

3	Secretary's Report RB reported that 19 plots had been identified during the WeedWalk as needing remedial action and that the deadline for responses was set as midday on 8th August. A 'special offer' of a refund of this year's plot rental was taken up by four plot holders before the deadline of midday 18th July. Agreed: Five plotholders, who had made a good case for continuing their tenancy, would be allowed to do so. Seven plot holders had not responded to their WeedWalk letters. Agreed: RB to issue a reminder to the non-responders.	RB, DA RB RB
4	Treasurer's Report DA outlined the 'cost' of leaving the Association's substantial funds in low or zero interest bearing accounts and pointed out that current interest rates of ~5% could be achieved in carefully selected fixed term deposit accounts. DA described his approach to answering any questions at the AGM on the 2022 lettings process.	
5	Lettings Manager's Report VC provided an update on recent lettings activity and reported on moves made to reconfigure 3F as two half plots and find tenants for them.	
6	Health, Safety and Maintenance Agreed: A renewed effort would be made to distribute monthly water meter readings to DA (for onward submission to the Association's commercial water supplier), RB (for generating usage rate time series and their correlation with weather events) and MH. Agreed: Notices containing advice on use of What3Words locators to be renewed.	LW RB

7	AOB Agreed: Clearance of the 'dogwood' on plots 16c and 16d to be organised, noting that a digger would be needed to clear roots before the area could be returned to cultivation. Agreed: A proposal to be made at the AGM for a 'tyre amnesty' to be organised with a 31st October 2023 deadline. Agreed: A copy of the report on toxins emitted by tyres to be posted on the Association's Facebook page. Agreed: A public Open Day to be organised for end of September '23 and an Association gathering to be promoted for early April '24. The meeting was closed just before 22:00	LW, RB MH MH MH
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Key:

DA	David Aspinall	LW	Lindy Webster
RB	Rodney Buckland	EB	Lizze Brooker
MH	Mark Hill	DS	Dom Sullivan
VC	Victoria Crone		