

MINUTES – Meopham and District Allotment Association (MDAA)	
Date	29th August, 19:30 – 21:30
Venue	Small Committee Room, Meopham Village Hall
Attendees	Mark Hill, David Aspinall, Rodney Buckland, Victoria Crone, Natalie Aldridge, Lukas Rains

Item No.		Action
1	Welcome and Apologies MH opened the meeting and welcomed two new Committee members – Natalie Aldridge and Lukas Rains Apologies were received from Lizze Brooker, Lindy Webster and Dom Sullivan. A dictionary of Committee members' initials is provided as a footnote.	
2	Draft Minutes of the 18th July meeting No corrections to the Minutes of the meeting were proposed.	
3	Matters arising: RB reported that he had not yet had a response from the Parish Clerk about a request for an update on development plans for Southdown Shaw.	RB
4	Chair's Report MH suggested that in future the date of our AGM should be decided by the Committee and announced (perhaps in a newsletter) well in advance of the chosen date and with an invitation to plot holders to make proposals for discussion at the AGM by a date that would allow the Committee to consider them in advance. A separate AGM notice would then be published with a full agenda. MH reminded the Committee that he doesn't have a vote unless there is a tie, in which case he has the casting vote.	RB

6	Lettings Manager's Report VC provided a comprehensive update on recent activity. VC reported that there were currently six vacant plots and two half plots available after this year's WeedWalk process. These would likely be let in the coming months.	VC
7	Treasurer's Report DA reported that we had £20,392 in current assets and that the cost of the SiteEquip portable toilet was £125 per month. DA reported that 727m ² of water was used between 10th May and 24th July and that this was a huge amount, especially when converted to gallons – 16,000. RB summarised his initiative to maintain a database of irregular readings which nevertheless offered a flow rate in thousandths of a cubic metre per day. Given that Dave Brown was leaving for Suffolk, RB volunteered to take readings of the water meter, issue an alert if there is any sign of a leak in the winter months and provide readings to DA for onwards transmission to our commercial water supplier.	LW RB
8	Maintenance Manager's Report LW was unable to attend.	
9	Health and Safety No specific issues were discussed.	
10	AOB It was noted that 10mph speed limit signs had been procured. LR suggested that a shipping container or similar on-site would be useful for storing the Association's fixed assets and occasional current assets. LR suggested that a communal compost heap would also be a valuable asset. Recorded: many thanks to Lindy, Victoria and Dave for organising a rapid repair to the recent water leak.	LW LW LW

11	Next Meeting No date was set. Date to be advised.	RB
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Key:

NA Natalie Aldridge
 DA David Aspinall
 EB Lizze Brooker
 RB Rodney Buckland
 VC Victoria Crone

MH Mark Hill
 LR Lukas Rains
 DS Dom Sullivan
 LW Lindy Webster