Minutes of Pine Street Allotment AGM 7.00 pm19th October 2026
Bilton Cricket Club

Chairman **Secretary** **Treasurer** Sandra Haigh

Committee Members Present Lily Whitehead
Interim committee Members Mark Wallace Irene Meredith

Apologies Gwyn Groves Mike Barker

Numbers Present Committee members 4 Members 40

Irene thanked everyone for attending the AGM that had been moved forward from January 2027 and she introduced the current interim committee. Irene said that the main reasons for the meeting were to elect a new committee and to get to know each other.

1. **Minutes of AGM 7.30 27th October 2025** Irene began by stating that minutes of last years AGM were emailed out and a few hard copies were available . There were no issues arising so the minutes were recorded as a true record, proposed by Leah McCook and seconded by Madeline Wolfe
2. **Chairman's Report** Irene thanked everyone for all their hard work in helping us to achieve the accolade of Best Site In Harrogate for the 4th year running, the judging was undertaken by Harrogate in Bloom. Well done to everyone. Irene then thanked the following

   Sandra for her role as treasurer and admin support

   Mark For overseeing and updating the centralised admin system and website and for helping on site making plot numbers for all plots and hedge cutting.

   Lily for all her knowledge of the site and her willingness to help wherever it was needed.

   The 3 Peters Jowett, Walker and Deighton for the tremendous time and effort setting up the shop/community space and for all the little extras that they do behind the scenes

   Karen for the baking, sewing and running of the shop and raising extra cash. Thank you also for hosting an afternoon tea to for St Michaels.

   Annabel for organising a very successful open day for the first time

   David Archbold for being our MC at the social evening.

   Diane for the scouts visits, D of E award, judging and for her role as HDAF chair

   Volunteers for helping with the many task that need doing around the site, hedge cutting,grass cutting, site repairs, supporting May day sale and Open Day. A big thank you to Judith for cleaning and maintaining the new site toiletand to Debbie Pritchard who audits oour books.
3. **Secretary's Report** Irene explained that the transfer to a management agreement from HBC to HTC is delayed due to clause 9 of the agreement being challenged. Diane Andrews is spearheading the challenge to clause 9 with support from NAS. Diane is also liaising with self administered sites. The clause currently gives sites responsibility for the boundaries of the

site, it is being challenged as it is felt that the responsibilities for the boundaries should be the council. We continue to be members of HDAF to work as a unit and share best practice. The trustees for Pine Street are responsible to HTC for keeping the site well maintained that currently includes boundaries. Irene went on to reinforce the importance of the Tenancy agreement which is for 12 months, once signed by the plot holder they are agreeing to the terms and conditions set out in the agreement. Irene explained why we do site inspections and she emphasised the need to keep the committee informed if you are having difficulties as we may be able to offer some help. The waiting list is currently 31

Irene then introduced Annabel, who thanked everyone who had helped to make the open day very successful, having the shop open to sell tea and cakes went down very well with the locals. The veg stall as always was very popular as was the cake stall due to a call out for more cakes to be made. Jane Mcgrail made lots of jam which is always a sell out. Plants,tools and tombola all had a good day to as did crafts. activities for children were successful and it is hoped they will feature next year.

Irene then introduced Karen who gave an overview of the shops success. The shop generated an income of £1264.99, this covered the cost of the actual shed but not any other costs. Karen explained that the main income came from compost,manure,hops,tea and cakes and not from other sundry items on sale. There was a question as to why the compost in the shop was 50p more expensive than that sold by PW. Karen explained that was a charge for the compost to be delivered to individual plots and it helped to generate a bit more income but this was not well received.

4. Treasurer's Report Our current balance is £7556.47, £455.93 is the remainder of the Lottery Grant so we actually have £7,100.54, however we are one site rent in arrears (£462) bringing our balance down to £6638.54. The reason for the rent arrears is I have been instructed to cancel the DD to HBC and I am awaiting new instructions from Harrogate Town Council.
Our balance at this time last year was £5885 so we are just over £750 better off this year.
The Pine street water supply is currently £22.29 in credit, the main site water supply is currently £115.98 in credit, the next reading will go in on October 31st. It may be that we are more in credit once the reading goes in. At that point if it is a significant credit I will claim some back as I did earlier in the year. I have put us on regular DD. We pay £20 a month for Pine Street and £80 a month for the main site. The water bill last year was £1,174.39 although a payment of £300 went out twice in error so in reality we would have paid £874.39, this year it is £1271.70 so we have paid £397.31 more this year.
As you can see from the accounts we have had another expensive year The biggest spend over and above our regular bills was the purchase and setting up of the new shop/community hub. We also purchased a new site phone, strimmer and BBQ. The mower servicing was £186 cheaper this year.
Two things that often cause confusion on the accounts are the charity payment and kings seeds. The amount of £1800 was paid out to the 2025 charities, we have also paid the 2026 charity but that wont show up until the 2027accounts. The kings seeds shows an income of £976.50 this is the money from plot holders for their seeds. We paid Kings seeds £857.27 as we get a % of the takings leaving us an actual income of £119.23 but as the membership cost was £105 it leaves £14.23 income.
The financial year runs from September to August 31st which I believe adds to the confusion particularly re the charities. I am again proposing to extend the next financial until December 2027, this will mean a 16 month year then following on from that the accounts will run Jan 1st to Dec 31st. My proposal to change the financial will have a knock on effect for the date of the AGM. I had hoped to this this year but due to the breakdown of the committee it was not feasible, likewise I have not pursued moving money to a savings account.

Due to the breakdown of the committee earlier in the year it was felt that there was not a good feeling on site. The question of site inspections came up and the effect on tenants when they receive a letter re work needed on their plot. Irene explained why the inspection are carried out and Sandra explained that sending letters is a much easier system to keep track of. It was felt that the letters were too severe,Sandra felt that they were to the point,when there are so many to write it is not easy to personalise each one. Sandra explained that the letters had been written using the same format for many years and this is the first time they had caused angst. Actions we need to consider before sending out letters

- Sending an email prior to the first letter
- Phoning the individual prior to the first letter,however both of these would have a knock effect for our Site Inspection Policy. One of our plot holders has offered to make the phone calls but the way forward will need to be discussed at the first committee meeting.

There was then a further discussion on the actual inspection itself and how it could be managed in future. One suggestion was that we ask for people willing to help undertake the process with committee members.

The conversation then moved on to how we move forward so that everyone feels included in the the way the site is run and that there is an opportunity to have issues raised on any future agendas. Lisa said the first step is to draw a line in the sand and leave behind all the ill feeling. Plot holders were keen to know how they could help and support the committee, it was decided that clear communication is key so that everyone knows what is needed and when.

Actions we could take

- Mark suggested an interactive page on the website that could be updated as jobs needed doing.
- An email to all tenants stating what needs doing and when
- Put a list in the shop window of tasks that need doing
- Collating a list of volunteers and meeting with them on a regular basis
- Look at committee tasks and see which could be done on a voluntary basis e.g. volunteer coordinator, supporting site inspections
- Ensure plot holders are given the dates of the committee meetings and are offered the opportunity to put forward items for the agenda.

5. Grass cutting Roster Irene took down a number of names who are happy to go on the roster,they will be contacted before grass cutting starts in March.

6. Shop It is hoped to make this more of a community space, Lisa will be running some activities, this Sunday the shop will be open for soup, hot chocolate and children's activities. (Poster on Facebook)There is also an upcoming wreath making workshop date to be confirmed. Actions we need to consider

- more flexible opening hours
- setting up a working party to plan and coordinate the use of the shop
- put the word out for volunteers to become involved
- Keep plot holders updated with events and activities

7. Resignation of Current Committee All current committee members resigned and the new committee was elected based on the nomination forms that had come in.

8 Election of new committee The new committee for 2026/2027 is as follows.

Name	Position	Plot No	Proposed	Seconded
Irene Meredith	Chairman	36	Syd Wilson	Richard Chamberlain
Sandra Haigh	Secretary	18	Richard Chamberlain	Paul Harrison
Sandra Haigh	Treasurer	18	Leah McCooke	Catherine Archbold

Name	**Position**	**Plot No**	**Proposed**	**Seconded**
Lily Whitehead	Committee Member	61/61a	Paul Harrison	Susan Davey
Mark Wallace	Committee Member	1b	David Archbold	Syd Wilson
Susan Davey	Committee Member	32b	Irene Meredith	Lily Whitehead
Lisa Farnell	Committee Member	47	Mark Wallace	Sandra Haigh
Tabatha Telfer	Committee Member	56	David Archbold	Syd Wilson
Trish Sanders	Committee Member	54	Tabatha Telfer	Jane Barker

8. **Charity Suggestions for open Day**

The following suggestions were put forward

- SIBS – Supports brothers and sisters of disabled children and adults (not sure if there is a group in Harrogate)
- The Sporting Influence Foundation – A Harrogate based Community Interest Company founded in 2020. They use sport to support young people facing hardship, physical barriers or isolation

  www.sportinginfluence.com
- Art Foundation I haven't managed to find any information on this one
- Jenny Ruth Workshops based in Ripon
- Andy's man club thee is one on Hookstone Road Harrogate and one on Manse Lane in Knaresborough

9. **AOB**

- Tabatha told us about the Christmas tree festival at St Johns Church, it was agreed we should enter
- HDAF AGM 19th February 2027 7pm Oatlands Club – All welcome
- Strong winds expected Thursday/Friday, good idea to check everything is secure on your plot
- Gate post is put in and water turned off October 31st, if you need to use vehicle on site 31st is the cut of point
- Fires can be lit from the first Tuesday in November (4th) (Tuesdays only) with exception of Bonfire night on Wednesday 5th November hours 10-4, fires not to be left unattended
- Please remember to close the gates when entering the site either on foot or in a car, if you are the last on on site please lock up, it helps keep the site safe and deters intruders and vandals
- We currently have a gate keeper who locks up but that shouldn't be the case we as plot holders should lock up when we can

Meeting Closed 8.45 p.m.

First committee meeting date be arranged.