



## Minutes of Pine Street Allotment AGM 7.30pm 27th October 2025 Bilton Cricket Club

Chairman Diane Andrews Secretary Irene Meredith Treasurer Sandra Haigh

Committee Members Present Mark Wallace Karen Jowett Lily Whitehead

Apologies David Archbold Anne Richards Susan Davey Susie Hughes Leah McCook Richard Jones Gwyn Groves Katie Broadberry Malcom Roberts Peter Walker

Numbers Present Committee members 6 Members 12

1. Minutes of AGM 7.30 30<sup>th</sup> October 2024 Irene began by stating that minutes of last years AGM were available on the tables for people to read. There were no issues arising so the minutes were recorded as a true record, proposed by Colin Rudd and seconded by Syd Wilson
2. Chairman's Report Diane thanked everyone for attending the AGM and said the year been extremely successful in terms of achieving what we set out to achieve at last years AGM thanks to the hard work of the committee and volunteers. Diane also said that once again we had won the best allotment site in Harrogate an accolade we are very proud of. Diane then thanked the following

Sandra for taking on the role of treasurer and moving us towards online banking and also for her admin support

Mark for setting up the website and his support with the Technology which will enable us to centralise all documents and information making it easier to keep plot holders up to date with everything. Diane also thanked Mark for the work he did with Peter Deighton repairing the fence on Pine street fence. Thanks also to Mark and Georgie for entertaining us with their music at our open day.

Karen and Peter for working tirelessly through the summer to get the shop up and running, also for their time and effort undertaking many necessary tasks on site. A larger new shed has been ordered for the shop this should enable us to put on more events and extend our opening times.

David for organising our Open Day for the last 7 years, liaising with the charities, organising the stalls and everything else with precision. David has now resigned as a member of the committee but is happy to mentor anyone who would like to take over. David was also our main Mower man in so much as oversaw the maintenance of the mowers. Diane asked that if anyone feels that they can offer support to fill the gaps then please let us know. Peter walker who unfortunately cannot make it tonight has indicated that he could be interested in helping with the open day.

Lily for supporting Sandra in the initial stages of her role as treasurer and for liaising with Debbie our auditor.

Irene for all her hard work over the years and for her wealth of knowledge about the logistics of running the site. Although Irene is resigning from her position as secretary she will still be available to help with anything during the transition period. Thank you again Irene for all

your hard work and for the years you have given to Pine Street. You have left us in a very good place for moving forward and we are grateful for your willingness to help should we need it.

Volunteers for helping with the many task that need doing around the site, they are a vital support for getting jobs done. We are always seeking new volunteers if you think you are able to offer any help please contact a member of the committee or email [pinestreeta@gmail.com](mailto:pinestreeta@gmail.com)

### 3. Secretary's Report

a) Irene thanked Diane for her report and all her hard work and dedication over the last year. She also thanked the committee for all their support in helping to keep the site running efficiently. Sandra for taking on the role of treasurer, David for the smooth running of the Open Days and his role as MC at the social evenings. Mark for our lovely new website, Karen and Peter for their work setting up the shop/community space and Lily for always being there and supporting us all with her vast wealth of knowledge re the site.

I would also like to thank you the plot holders for working hard to keep the site well cultivated and looking its best and for responding to prompts when work is needed to keep the site neat and tidy.

Last but not least I would like to thank all the volunteers who help with grass cutting, hedge cutting, path repairs, general repairs on the site and notice boards, Open day and HDAF.

Irene then raised the issue of rent increases, this had been discussed at the September Committee Meeting and the proposal was as follows

| Size of Plot            | Rent Now | Proposed New Rent |
|-------------------------|----------|-------------------|
| Large (10 plots)        | £58.00   | £80.00            |
| Medium Plots (84 Plots) | £33.00   | £40.00            |
| Small Plots (21 plots)  | £18.00   | £25.00            |

There are also 6 odd ball plots with different rents, they are plots 45, 38, 30, 68, 69, 20

Although some members felt that the increase was too much, others felt it was fair and good value so the motion to increase was passed.

#### b) North Yorkshire Council

NYC are still in the process of transferring the allotments to HTC, legal teams are working with surveyors and Land Registry. The signs are positive that all the sites will be self managed. This is important as it means there will be a strong committee going forward, strength in numbers. Diane and myself have spoken to the Mayor Chris Aldred, Iona Taylor (Town Clerk), David Allordyce- Bilton Grange Liberal, Paul Haslam Independent and David Goodall- Reform Woodfield re our disappointment over the lack of funding from commuted sums from HBC Time will tell if this changes.

c) Tenancy Agreements When you sign your Tenancy Agreement (A legal document ) as a plot holder you are agreeing to all the terms and conditions within that agreement. The trustees of Pine Street Allotments (Currently Diane Andrews, Lily Whitehead and myself) sign an agreement with the council we are then responsible for for maintaining the site under the terms of the lease agreement.

The proposals for the Tenancy Agreement going forward are as follows

3.1 to add site inspection policy

3.3 to add a fee for late payers

3.7 to look at the wording

3.15 The addition of tyres not to be brought onto the site

3.24 to clarify the 3 strikes and your out wording

There will also be a discussion re a probationary period for new tenants.

We do not send out letters/emails lightly as it is a time consuming process requiring follow up action. If there is a reason why you cannot maintain your plot please contact the committee asap so that we can discuss any issues you have.

d) Site Judging Congratulations to us for retaining the best site in Harrogate shield again.

Pete Walker also won the best plot in Harrogate again..

e) Current Waiting List There are currently 21 people on the waiting list

f) Proposals for 2025/2026

a) To continue developing the shop/community area and hopefully have more social events eg BBQ's.

b) To recruit more volunteers to run the shop

c) To replace the old site toilet with the grant of £5000 received from the National Lottery v

d) To compile a list of volunteers who can be contacted when needed to do any necessary work on site

e) To encourage plot holders to be involved in the HDAF show as it is important to keep this going. Possibly having workshops/demonstrations re showing produce. With the handover of allotments to HTC it is safety in numbers, all sites can work together to support each other and share best practice/information.

#### 4. Treasurer's Report

We have had quite an expensive year spending more than our income. The big spends over and above our regular bills were setting up the new shop and repairing the Pine Street Fence. We also put up a new notice board and placed a memorial bench near the main gate on Pine Street and paid for the setting up of a website. The servicing of the mowers was also expensive this year

Two things that often cause confusion on the accounts are the charity payment and kings seeds. The amount of £2100 showing was that paid out to the 2024 charity, we have also paid the 2025 charities but they wont show up until the 2026 accounts. The kings seeds shows an income of £880.33 this is the money from plot holders for their seeds. We paid Kings seeds £776.15 as we get a % of the takings leaving us an actual income of £104.18, however after paying membership fees to the NAS of £90 the income works out at £14.18

The financial year runs from September to August which I believe adds to the confusion particularly re the charities. I am going proposing to extend the next financial until December 2026, this will mean a 16 month year then following on from that the accounts will run Jan 1st to Dec 31st. I am also going to set up monthly direct debits for the 2 water meters this will give us an even expenditure as opposed to large amounts going out quarterly. My proposal to change the financial year will have a knock on effect for the date of the AGM.

At last years AGM, the issue of transferring some funds to a savings account was raised. We looked at the options at Skipton Building Society but decided against as we were aware that there would be a big spend during the year and we were aware that the water charges would increase. However HSBC our bank have sent details of a savings account with them which we will have a look at our expenditure should be less this year as all major projects are complete and our income more as the shop is generating a good income. Jill asked if we could keep back some of the money we raise on our open day and May day sale. We do try to do this and we kept £500 this year. Paul Harrison also asked what we actually get from the council for the rent we pay. As the land is theirs he questioned whether or not they should have paid for the Pine Street fence repairs. Irene and Diane explained it is a rent we pay for the use of the land but we are responsible for keeping it in a good state of repair.

Our balance today is £7250 however £1365 of this is money left from the lottery grant making our balance £5885.

#### 5. Manure Many thanks to Karen and Peter who have made numerous trips to collect the manure, bag it and sell it in the shop a bargain at a £1 a bag.

6. Volunteers For Grass Cutting Roster Grass cutting normally takes place between March and October on a rota basis but is very weather dependent. The roster covers the cutting of the 2 main tracks on site at Pine Street and Albany end and does not include paths round plots. We currently have a roster which works well and those on it only need to cut it 3 or 4 times a season. Irene asked if all those on the roster were happy to stay on it and they were, Irene to contact those not present to confirm if they are happy to continue. There was a discussion re the strip of grass on Pine Street as it is the Councils responsibility but they don't do it so it causes a bit of an issue. Both Irene and Trish have contacted the council but issue not resolved.
7. Shop/school Visits both Jill and Susie Hughes are happy to help with these. There was a discussion re possibly bringing more groups onto the site e.g brownies, squirrels etc. and to extending community use. However there are insurance implications to consider before looking at the wider community use. Trish raised the issue of possibly looking at alternative provider, she is part of the Longlands community and they use Zurich. It was decided that we need to sit down and decide what we need and then we can look at providers. Our current insurance is linked to our membership of the National allotment Association (NAS)
8. Resignation of Current Committee All current committee members resigned the Treasurer and Chair were happy to continue if re elected as were committee members Mark Wallace and Lily Whitehead. The secretary Irene Meredith did not want to stand again likewise David Archbold committee member did not wish to stand. Karen Jowett was happy to stay on the committee she had nominations for the secretary role. Annabel Ryan was also nominated for a place on the committee. Karen agreed to be secretary in name only as she wants to focus on managing the shop.

Election of new committee The new committee for 2025/2026 is as follows.

| <u>Name</u>    | <u>Position</u>  | <u>Plot Number</u> | <u>Proposed</u> | <u>Seconded</u> |
|----------------|------------------|--------------------|-----------------|-----------------|
| Diane Andrews  | Chairman         | 6b                 | Karen Jowett    | Syd Wilson      |
| Karen Jowett   | Secretary        | 28as               | Colin Rudd      | Peter Deighton  |
| Sandra Haigh   | Treasurer        | 18                 | Diane Andrews   | Mick Walker     |
| Lily Whitehead | Committee Member | 61/61a             | Irene Meredith  | mark Wallace    |
| Mark Wallace   | Committee Member | 1b                 | Madeline Wolfe  | Peter Jowett    |
| Annabel Ryan   | Committee Member | 29b                | Paul Harrison   | Syd Wilson      |

9. Open Day The consensus was that we would like to keep the Open Day as it is well liked by the Community and it enables us to raise money for local causes. It may be that we need to change the format but there are people willing to help to keep it going. Peter Walker is willing to help as is Irene and hopefully there will also be willing volunteers. Potential charities were also discussed they were BHF, Perennial, Artizan and Miss Mollies.
10. AOB Irene asked that all plot holders be respectful to wildlife if using any pesticides on site Karen raised the issue of having a list of volunteers who are happy to be contacted if/when jobs need doing. it would make life a lot easier if we had people that we can contact to see if they are available.

Meeting Closed 9.10 p.m.

Next committee meeting to be arranged.

