The Papworth Everard Allotment Association (PEAA)

Minutes for the meeting 14th May 2012 at 8:00 pm, the Parish Council rooms, Pendrill Court, Papworth Everard

Attending: - David Stalham (DS), Buddy Kadri (BK), Cliff Bignold(CB), Farshad Salamat (FS), Paulette Beynon (PB), Cat Grant (CG), Mark Evans (ME), Linda Koncewiz (LK), Ioana Rushdon (IR), Chris Wilson (CW), Julia Gall (JG), Alicia Gore (AG), Duncan Marr (DM), Clare Taylor (CT), Gavin Starr (GS), John Cooper (JC), Val Stalham (VS), Jo Dawson (JD)

Apologies: - Maureen Levett (ML)

ITEM No	DETAIL	NOTES/ACTIONS
1	Opening remarks and welcome by Chairman.	CB opened the meeting.
2	Adoption of minutes of previous meeting	Minutes agreed.
3	3. a Update progress towards fencing. (Committee members)	The erection of the fence is underway and should be completed by the end of this week. There is a rabbit fence but this cannot be put under the entrance gate. It was suggested that we might concrete the base of this area if rabbits prove a problem. Purchase a combination lock for the gate (DS)
	3. b Update progress towards sourcing of water supply. (JC) provided initial information for this to Parish Council	We have not heard from the parish council PC about this. (JC) gave a quote for all aspects of running the water from Stirling Way and including the purchase of water tanks for the site. (CB) to contact Tess Rogers of the PC • Confirm access via farmers gate with Parish Council (CB) • Finalise 'licence to manage' which is needed for the PEAA to manage the site • Finalise the 'tenancy

		agreement' between members and the PEAA • Find out what is happening about the water supply
4	**AOB Plot allocation**	**(ME) has emailed members to invite them to state preferences on plot size. Members can ask for either full or half size plot (there should be no problems allocating the size of plot each member has requested.** **Members can also state preferences for who they might want to be sited next to. Plots will be allocated in order of length of membership of paid up members.** **(ME) to send another email to remind members about preferences.** **(ME) to email the few members who are not paid up.** **(JC) to scan the plan, put numbers against plots and send the plan to (MC).** **Committee members to allocate plots and do the best they can to accommodate preferences.** **(MC) to email scanned plan to members with their plot number.**
	Rent charges for plots	**Rent to be charged pro rata from the time plots holders are allowed on the plots.**
	Amendment to the constitution	**Members agreed that an amendment be made to the constitution which requires the Annual General Meeting to be held on a Friday in November. It could be any day of the week in November.** **The meeting agreed having toilets would be a good idea. (DS) applied for**

	The meeting was asked about the provision of toilets	**the grant described in the previous minutes and is awaiting a reply.**
	DONM 11.6.12. at 8.00 pm Confirm with PC if we can use their room at this time and date.	
	Meeting closed 8.47 pm	