

# St Thomas Allotment Association



## ADOPTED MINUTES

### COMMITTEE MEETING 6 : Tues Oct 9th 2018

7.30pm @Royal Oak, Okehampton Rd. Exeter

- 1a. **Opening remarks** - an introduction & welcome was given by Rex Harris.
- 1b. The following papers were circulated to officers by the Secretary : 1. draft Agenda for 9th Oct 2018 STAA Ord. Cttee. Mtg. | 2. proposed minutes from Sept 4th 2018 Ord. Cttee. Mtg. | 3. album of entries for the photographic competition
- 1c. **Committee Attendance** - [quorum present] **Present:** Rex Harris (Chair) | Ruth O'Neale (Web & Data Mngr.) | Sue Therrian (Pinces SR & Pinces 1 L&I) | Fiona Keevil (Treas.) | Rob Shields (Rackfields SR & L&I) | David Solman (Sec.) | Rodney Lascelles-Smith (Guys&Hylton SR) | Gerald Tallamy (Trading Mngr. & G&H L&I) | Rob Harding (Site Rep., Ide Lane) | Richard Brown bridge (Clapperbrook SR & L&I) | **Apologies:** | none received | **Vacancies:** Vacancy 1 (Cowick Lane SR), Vacancy 2 (STAA Events/Publicity Officer), Vacancy 3 (STAA Vice-chair).
2. **Previous Minutes - amendment/signature.** The minutes were signed by RH, as drafted

### 3&6. Matters Arising & AoB

- (i) *New Members.* The committee welcomed new member, Richard Brownbridge of Clapperbrook allotments to his first mtg. and assisted him with relevant papers; RB advised that Powderham Sawmills was a useful source of timber offcuts. Papers were also passed to Rob Harding who joined in the summer and was pursuing handover at Ide Lane allotments.
- (ii) *Insurance.* The Secretary set out the cost of acquiring extra insurance cover from STAA's current insurers. It was noted that these costs derive mainly from ECC passing their former Let & Inspect duties on to STAA and associated Data Protection Act responsibilities.
- (iii) *Hops.* Fiona & Gerald led a discussion about potential take-up of the recent offer of spent hops.
- (iv) *Finance matters (Postage stamps fo L&I officers & presentation of finance reports on noticeboards).*  
Reimbursement for postage stamps needed by L&I officers was discussed, and ways to better present & simplify the finance reports that are often displayed on noticeboards.

***Resolved (1) The Secretary & Data Manager to ask ECC for a contribution to the cost of indemnity insurance as it arises largely from 'Let&Inspect' & data protection legislation. Resolved (2) L&I Officers to be informed STAA will pay for the stamps necessary to their duties (usage to be recorded in an email to Fiona for uncomplicated reimbursement); Resolved (3) The Treasurer to pay expenses to whoever volunteers to pick up spent hops, if transported to the trading sheds to be made available therefrom; Resolved (4) Finance Reports for notice board display to be presented in a simpler manner.***

4. **AGM 2018 - notice/preparation/items/roles/due-by dates/draft papers.** (i) Rex advised that filling the deputy position for his post should be on the agenda; (ii) Fiona reported her discussions with officers about honoraria/gifts at the AGM, and asked whether the Committee agreed STAA should offer free drinks and/or vouchers to various categories of member who have been carrying out STAAs duties. *Actions (1) The Secretary to circulate Committee Members with a draft AGM agenda by mid-Oct. for comment; Actions (2) Gerald to design a trading shed voucher (Fiona to sign) as a small gift to be given out at the AGM to thank members from agreed categories.*

5. **Confidential/ closed business : photo competition shortlisting & decisions.** The Secretary circulated printed copies of the entries and votes were recorded to form a shortlist. Based on the number of votes, winning entries were agreed for (i) 'Over 16yrs' category: 1st prize & two 2nd= prizes; (ii) '12-16yr' category': 1st and 2nd prize, (iii) 'below 12yr' category: 1st prize.

*Resolved (5) Six photo competition winners to be announced at the AGM, & all Committee Members to explore opportunities to exhibit entries locally e.g. in the town-centre or quayside.; Actions (3) the Secretary to frame the winning entries for display at the AGM, pass Ruth a pdf of the entries for the website, and draft letters to those shortlisted, to notify them of the announcement of winners at the AGM.*

7. **DoNM. STAA'S AGM FOR 2018: 13TH NOVEMBER 7.30PM @ROYAL OAK, OKEHAMPTON RD. | STAA CTTEE. MTG. NO 1 2018-9 SESSION : TBA. JAN/FEB 2018 | NEXT ECC ALLOTMENT HOLDERS' FORUM : 18TH OCT 2018 | NEXT YEAR'S SHOW : 27TH JULY 2019 @ ST THOMAS' HALL**

David Solman, Secretary @ staacommittee@yahoo.com

Cttee. signed: ..... *R/Horus (CHAIRMAN)* .....

dated: ..... *5/2/19.* .....