

Marsh Lane Site Meeting

Tuesday 1st February 2011
at The Croft Club

MEETING NOTES

Start 7.30 pm

Attendees

Chris Tout - Chair

Geoff Greenland – Secretary

Ted Angell - Treasurer

Belinda Robinson – Membership Secretary

Derek Loft – Seed Secretary

Kerry Taylor – Risk & Data Sheets

Jamie Hieatt – Web Manager

Apologies: John Stanley; Diane Loft; Tony Drewer-Trump; Trevor Jackson

| Item No | Description | Action On | By |
|---------|---|---------------|----------------------|
| 1 | The notes of last meeting on 30 th November were agreed. | None | n/a |
| 2 | Budget and Accounts | | |
| | a) Income since last meeting | | |
| | i. £25 of seed profit. | | |
| | ii. Plot 23A now allocated but cheque awaited. New Plot Holder is being chased. | Belinda | asap |
| | b) Expenditure since last meeting | | |
| | i. £452 for pump and associated items. | | |
| | ii. £537.94 for entrance works. | | |
| | c) Updated Budgets for 2010/11; 2011/12; | | |
| | i. 2010 budget currently £274.33 in surplus. However £52 is ring fenced for Community Area and invoice outstanding for plumbing to water tanks. | All champions | 28 th Feb |
| | ii. All champions to advise Ted of their 2011/12 budgetary needs. | | |
| | d) 2011 Plot Rents | | |
| | i. Agreed to communicate to ML Plot Holders in mid March with the intention of getting all rentals in by | | |

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| | mid May at the latest. | | |
| | ii. Ted to draft letter and circulate for comments. | Ted | 28 th Feb |
| | iii. Notice to go on web site and gate. | J&B | 11 th March |
| e) | 2011 Cash Flow | | |
| | i. All to note that cash flow is very tight during April and May as rent of £1,080 and sink fund of £300 has to be paid to HTC by 31 st May. Position should be ameliorated by loan of £1,050 due from HTC on 8 th April. However people may have to wait a few weeks before being refunded any expenditure on behalf of ML. | All | To Note |
| 3 | Fencing, Gates & Hedges | | |
| | a) Agreed to have working party on weekend of 19 th /20 th Feb to trim hedges. Agreed that southern hedge is the most in need of trimming. If rained off then it can be postponed to the following weekend and still be finished before nesting season starts in March. J&B to issue email and put notice on gate. | All J&B | 19 th /20 th Feb 8 th Feb |
| | b) Geoff to check that Tony is available for these two weekends before the notice is issued. | Geoff | 3 rd Feb |
| | c) Chris to organise the working party (including any equipment hire) and appoint his onsite deputy for when he cannot attend. | Chris | 18 th Feb |
| 4 | Individual Plots | | |
| | a) Discussion on how best to deal with mares tail on Plot 2, including seeding over and offering plot holder an alternative plot. Post meeting email exchange agreed to try using Kibosh to kill off the mares tail completely. Cost of Kibosh (£38) would be off set against loss of income of £45.60/yr if plot abandoned. | Geoff & Chris | Mid March |
| | b) Kerry asked to contact Sue Jempson to confirm that she has given up Plot 22 which is now available for the next person on the waiting list. | Kerry | 19 th Feb |
| | c) Agreed not to split existing plots further. | Belinda | n/a |
| 5 | Paths and General | | |
| | a) Scalpings required at entrance gate and pedestrian gate. Work to be included in working parties in 3a above. Geoff to contact Trevor ref wacker plate. | All Geoff | 19 th /20 th & 26 th /27 th Feb 3 rd Feb |
| | b) Agreed to tidy up paths around water and communal area. Trailer off site, rubbish removed; rogue IBC and pallets removed. | Tony, Geoff & Derek | 19 th Feb |
| | c) Geoff to clear up worst of the chalk spillage from the borehole drilling. Any left by 18 th Feb will be addressed in working weekends. | Geoff | 18 th Feb |
| | d) Fox route into the site has been identified and will be blocked. | Chris | 20 th Feb |
| | e) Chris has bought a spreader for grass seed, fertiliser etc. | n/a | n/a |

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| | f) Geoff and Chris to work out seeding plan for paths and drives. | Geoff and Chris | 1 st March |
| | g) Chris to get quotes for separation and/or removal of spoil heap in south east corner. | Chris | 20 th Feb |
| 6 | Container | | |
| | a) Agreed to ask John to make a boot cleaner. | John | 31 st May |
| | b) John asked for some ideas for a message board for the Container that allows plot holders to give messages to the committee. | John | 1 st March |
| 7 | Communal Area | | |
| | a) Tony asked to help address items in 5b above. | Tony | 19 th Feb |
| | b) J&B asked to provide Contents Left at own Risk notice for inside Container. | J&B | 19 th Feb |
| 8 | Water | | |
| | a) Geoff tasked to get water system fully operating by 31 st March. Geoff to arrange site meeting with Tony and John. John to be asked to help with carpentry etc. | Geoff | 31 st March |
| | b) Geoff to contact Kevin to get advice on pipe connectors to tank. Also amount owed by HAH for materials used to date. | Geoff | 12 th Feb |
| 9 | Date, time and location of next meeting – Tuesday 1 st March at Croft Club, starting at 7.30 pm. | ALL | 1 st March |