

Craven Vale and Whitehawk Hill Allotments Society
8th Annual General Meeting

Sunday, 19 October 2025

Function Room, The Rock Inn, 7 Rock Street, Brighton, BN2 1NF

Present:

Nick Fry – 64CV – Chair & CV Site Rep
Jenny Embleton - 118CV – Treasurer
James Gilderoy – 37CV – Secretary
Jane Griffin – 47WH – WH Site Rep
Fiona Byrne – 86CV
Jenny Collins – 7WH
Joy Dicken – 69CV
Troy Ewings – 31CV
Peter Kalenkiewicz – 6aCV
Mary Ledgard - 26CV
Andy Liles – 51CV
Penny Maris – 123CV
Sean Ruffell – mini-bed 14
Tara Salter – 58bCV
Jono Smyth – 69CV
Arthur Tallon – 77aWH
Andrew Woolmer – 70WH

Apologies:

Paul Skelly, Roger Dean, Pete Elliott

Jenny Embleton chaired the meeting and welcomed everyone attending.

1. Minutes of last AGM, 20 July 2024

The minutes of the last AGM were agreed.

2. Report of the Society's activities since the last AGM

Mary reported on the events held since the last AGM:

- Pizza Night, 26 October 2024, a good turnout and £64 raised for Society funds.
- Spud-in-a-Bucket launch, 6 April 2025, 22 entered the competition, £168 achieved in donations and sales.
- Seedling Swap, 17 May 2025, another good turnout with many seedlings swapped, just under £100 achieved in donations and sales.

- Spud-in-a-Bucket weigh-in, 20 September 2025, attendance was unfortunately down on the launch and only £10.50 raised in donations.

Spud-in-a Bucket winners:

1st Penny & Jeremy Maris, 123CV, 1,565g - £30

2nd Fiona McKinnon, 81CV, 1,122g - £15

3rd James Gilderoy, 37CV, 1,116g - £10

Nick reported on the Mini-Bed scheme:

- There had been 29 lettings since 2023; some had moved on to larger plots or had decided it was not something they wished to pursue.
- 20 mini-beds have now been completed and all will be occupied by the end of next month following contact with people lower down on the waiting lists for both sites.
- BHCC had kindly donated topsoil, woodchip and timber to complete the scheme.
- An article about the scheme will appear in the November issue of the Brightonian magazine.

Jenny reported on improvements to the Hub:

- The main seating area had been moved back to the plot boundary, creating additional room.

3. Committee Elections

The following committee office members were nominated and elected unopposed:

- Chair – Nick Fry, nominated by Arthur Tallon, seconded by Jenny Collins
- Treasurer – Jenny Embleton, nominated by Fiona Byrne, seconded by Andy Liles
- Secretary – James Gilderoy, nominated by Jane Griffin, seconded by Penny Maris

Fiona and Andrew had recently joined the committee and Jenny Collins had stepped down. All committee members past and present were thanked for their contribution. The CVWHAS committee members are:

Chair – Nick Fry (CV site rep)

Treasurer – Jenny Embleton

Secretary – James Gilderoy

Fiona Byrne

Roger Dean

Pete Elliot (WH site rep)

Jane Griffin (WH site rep)

Mary Ledgard
Andy Liles
Tara Salter
Paul Skelly
Jono Smyth
Arthur Tallon

4. Treasurer's Report for April 2021 to July 2024

Jenny reported:

- Opening balance on 10 July 2024 of **£1461.56** (including (£211 of protected key deposits) and a closing balance at 16 October 2025 of **£1587.04**.
- All grant funds received had been spent.
- The full Treasurer's Report is attached.

5. Report from Site Reps

- The top 40 applicants on the Whitehawk Hill waiting list had recently been contacted but this resulted in only three lettings.
- No Craven Vale plots have been let this year so far because of a lack of keys (caused by a Council budget freeze) and the maintenance team being spread so thin that they have been unable to get round to clearing any plots on our site. However, now that Nick has finally received keys, he will try to do a lettings session before the end of the year.
- Three plot inspections had taken place, and it was expected that there would be more rental terminations next year as a result.
- Plottolders could weed or strim neighbouring uncultivated plots to prevent weeds spreading but should not cultivate such plots.

6. Items for discussion

Environmental gardening

- Suggestions were made to encourage more sustainable and environmentally friendly gardening, including providing tips to new plottolders, updating the website with links (e.g. Lovebrook Farm) and highlighting the problem of plastic weave weed suppressant.
- The allotment sites had been recognised in BHCC's Nature Recovery Strategy as highly important for biodiversity, which could mean new wildlife-enhancing initiatives and related funding could be relevant for our site

Actions:

- Fiona – to develop a welcome pack from CVWHAS for new plottolders
- Jono – suggest ideas to update website and for newsletter
- All committee – consider extending the aims of the Society within the constitution to include commitment to promote environmental gardening

Beresford Road Gate, CV1

- Paul Skelly had proposed that when the gate is next repaired or replaced, a pedestrian gate is also installed to reduce wear and tear on the heavier double gates (similar to Roedale Allotments entrance).
- It was agreed to take this forward along with similar suggestion for the gates at the mast entrance (WH3), which were also hard to use, particularly by those with reduced mobility. It was also agreed that the gates should have metal gate posts, which would be longer lasting than the current wooden ones.
 - **Action:** Nick to discuss with BHCC.

Enhancing the Hub – proposals and ideas

- Using the sleepers donated by BHCC to level the slope by the seating area. A working party would be arranged for the near future.
- Installing a notice board under the shelter.

7. Any other business

- Locks – BHCC had been asked to replace the temporary combination locks with key locks.
- Haulage way – it was becoming deeply rutted with loose gravel, making it difficult for the less mobile to walk on and for vehicles making deliveries.
 - **Action:** Site Reps to raise with BHCC.
- Rubbish being dumped – a lot of rubbish had been dumped near plot 6aCV.
 - **Action:** Site reps to raise with BHCC and send photos.
- Volunteering – Sean Ruffell asked about opportunities to volunteer time on other plots. After discussion, it was proposed that Roger would be asked to organise a team of volunteers, using the CVWHAS website, that could work together and offer time for major tasks (e.g. clearing all or part of a plot).
 - **Action:** Roger to organise volunteer group
- Mud at Beresford Road gate – a regular problem after heavy rain. This could be a task for the volunteer group.
 - **Action:** Mary to contact BELTA about having the drain near the gate cleaned.
- Trees – sycamores especially were a problem. Nick reported that allotment trees are a low priority for the Council's arboriculture department as they are busy dealing with increasing numbers of diseased elm and ash trees in the city. However, he has reported the dead and potentially dangerous sycamore by the Hub to the Council several times now. All ploholders should keep trees at boundaries within the maximum height permitted in the allotment rules of 2.5m.

Thanks were extended to Jenny Embleton for her inspiring year-round work supporting the Society and all those who made cakes and otherwise supported or joined Hub open days.

Craven Vale and Whitehawk Hill Allotments Society (CVWHAS) Treasurer's report from July 2024 – October 2025

The opening balance on 10 July 2024 (*the date of the closing balance at the time of the last AGM*) was **£1461.56**. This included the remaining balance of £211 of protected funds (key deposits).

The closing balance at 16 October 2025 is **£1587.04**.

All funding received from the Brighton and Hove Allotment Federation Development Funds (BHAFDF) and other organisations over the past years has now been spent:

- Improvements at the hub – in February 2025 we used £40 for metal fencing pins to create a holding wall between the Hub and BELTA plots. The remaining £36 was put towards a sheet of marine ply (*see * below*) some of which will be used as a notice board under the shelter.
- Notice boards – in February and September 2025 we used the remaining £44 for new met posts and put money towards the sheet of marine ply*, to fix and replace the notice boards at gates WH4 and CV1. CVWHAS used £83 of its own funds to pay the balance.
- Mini-bed scheme – the £800 from BHAFDF in November 2023 has all been spent with a further £30 of rentals from the mini-bedders used for developing the plot. Brighton and Hove City Council (B&HCC) donated mulch, compost and wood and has promised further help. Various items have also been resourced for free by a member of the sub-committee.
This year all 20 beds have been completed and 16 are rented out; the sub-committee is in the process of renting out the last 4 beds.
Each Mini-bedder pays £7 pa rental for their bed. CVWHAS rent plot 47 with 'charitable status/activity concession' from B&HCC; this will be fully covered by the rents from the Mini-beds.

CVWHAS has Employers' Liability, Public and Products Liability and Trustees' and Directors' Indemnity Insurance with Ansvar Insurance. This is due to be renewed in November 2025.

We have continued to raise extra funds with donations for tea and cake when the hub is open and from the Seedling Swap, Pizza night and Apple Pressing day. There is also a contribution of £1.50 per member per annum. We have used our funds to purchase items for the running of the hub, communications and stock to sell to plot holders; all stock is sold at cost price.

We currently have 63 members in the society. Membership of the CVWHAS includes affiliate membership of the National Allotment Society (NAS). The NAS increased their fees this year (from £3 to £3.50 per affiliate) but the committee agreed to keep the CVWHAS membership fee at £5.

The financial reports from April 24 up to 18 October 2025 are attached to this document.

Jenny Embleton
CVWHAS Treasurer

October 2025

**Financial Report for Craven Vale and Whitehawk Hill Allotments
Society
April 2024 – March 2025**

Money we had at start of the year **1,268.11**

Money In

Float	-
Donations	451.31
Membership fees	365.00
Grant income	-
Sales	809.77
Other	50.30
Protected funds	-
Mini bed scheme grant income	-
Insurance	-
Mini bed scheme rents	84.00

Money In Total **1,760.38**

Money Out

Membership fees	220.50
Grant expenditure	69.93
Stock	679.85
Running costs for Hub	73.25
Photocopying/printing/stationery	14.00
Materials	-
Hire costs	37.50
Other	267.20
Protected funds	-
Bank charges	69.57
Mini bed scheme	178.75
Insurance	155.80
Mini bed scheme plot rental	70.88

Money Out Total **1,837.23**

Money we have now **1,191.26**

Financial Report for Craven Vale and Whitehawk Hill Allotments Society

April 2025 – 16 Oct 2025

Money we had at start of the year **1,191.26**

Money In

Float	-
Donations	276.23
Membership fees	330.00
Grant income	-
Sales	716.52
Other	-
Protected funds	-
Mini bed scheme grant income	-
Insurance	-
Mini bed scheme rents	105.00

Money In Total **1,427.75**

Money Out

Membership fees	231.00
Grant expenditure	50.37
Stock	500.10
Running costs for Hub	-
Photocopying/printing/stationery	7.80
Materials	83.29
Hire costs	-
Other	62.40
Protected funds	-
Bank charges	32.02
Mini bed scheme	64.99
Insurance	-
Mini bed scheme plot rental	-

Money Out Total **1,031.97**

Money we have now **1,587.04**