

Craven Vale and Whitehawk Hill Allotment Society
Annual General Meeting
Sunday 1 August 2021, at the CVWHAS Hub

Jane Addey	65 Craven Vale
Pete Elliott	49 Whitehawk Hill, Site Rep
Jenny Embleton	118 Craven Vale, Treasurer
Nick Fry	64 Craven Vale, Site Rep
James Gilderoy	37 Craven Vale, Secretary
Jane Griffin	47 Whitehawk Hill, Site Rep
Mary Ledgard	26 Craven Vale
Colin Middleton	11 Craven Vale
Stefan Missen	91a Whitehawk Hill
Tessa Pawsey	25 Whitehawk Hill
Jo Shuttleworth	61 Craven Vale
Paul Skelly	37 Craven Vale
Arthur Tallon	77a Whitehawk Hill

Apologies: Roger Dean (55 Craven Vale)

Minutes of 2019 AGM

The minutes were agreed.

Report of the Society's Activities since last AGM and Matters Arising

James Gilderoy reported on the Society's activities:

- First AGM since 7 April 2019; throughout 2019 the Society maintained regular events at the Hub including the sale (at cost price) of horticultural products, a seedling swap in May and a harvest lunch in September.
- Activities in 2020 were severely curtailed by Covid and associated restrictions. For much of year it was not possible to open the Hub or for the Committee to meet.
- At the start of the pandemic the Council's Allotment Officer was diverted to other duties, resulting in maintenance and plot letting being put on hold, only emergencies were attended to e.g. the repair of the Beresford Road gate.
- We were not able to hold an AGM, however, as restrictions were lifted the Committee was able to meet a few times and decided to focus on making CVWHAS more visible amongst all allotment holders of the two sites.
- As a result noticeboards have been installed at all gates, large ones at Beresford Road and the mast entrance. A4 size noticeboards were installed on all of the pedestrian gates and it has recently been decided to replace those with larger noticeboards to include more information (the A4 noticeboards will be given to community and voluntary groups active on the sites).

- We also developed a new website, whitehawkallotments.org.uk, which went live in November 2020 and formally launched in April 2021. It gives details about the sites and CVWHAS plus tips for growing, recipes, wildlife (the appearance of very rare swallowtail butterflies was notable) and local events. This year the website has had 622 visits and 2,684 views. Thanks to Nick Fry for his work on this project.
- The monthly newsletter has 28 subscribers and links to web articles and the latest news. **CVWHAS members are strongly encouraged to subscribe to the newsletter and contribute articles to the website.**
- This year we have been able to recommence regular Hub openings and have had regular committee meetings by Zoom and at the Hub when possible, including this AGM.

Treasurer's Report

Jenny Embleton reported on the state of CVWHAS accounts and membership, details attached to this report.

Committee Elections

Nick Fry thanked Jane Hawkins for her unstinting work as Chair since CVWHAS was founded in 2014. Many thanks were also extended to Vicki Morgan and Susan Perrin, both of whom had stood down from the Committee and to Laura Timperley who had stood down as a Site Rep for Craven Vale. Many thanks were also extended to James Gilderoy who was standing down as Secretary but would remain as a Committee member.

The following were elected to the Committee:

- Pete Elliott - proposed by Tessa Pawsey, seconded by Jenny Embleton
- Jane Griffin - proposed by Jenny Embleton, seconded by Mary Ledgard

Other members of the Committee were reelected unopposed.

There being no nominations for the roles of Chair or Secretary it was decided that these would be covered on an ad hoc and rotating basis by other members of the Committee for the time being.

The complete list of CVWHAS Committee members, following the 2021 AGM are:

- Jenny Embleton - Treasurer
- Roger Dean
- Pete Elliott - Site Rep
- Nick Fry - Site Rep
- James Gilderoy

- Jane Griffin - Site Rep
- Mary Ledgard
- Anna Moulson
- Tessa Pawsey
- Paul Skelly
- Arthur Tallon

Plot Lettings

Pete Elliott and Jane Griffin reported that there are 10 vacant plots on Craven Vale and 8 vacant plots on Whitehawk Hill. A vacant plot is one where the Council has confirmed that there is no current tenant. Unfortunately, plotholders often left without informing the Council and the Allotment Officers then had a long and difficult job, following Council procedures, to determine whether the plotholder had genuinely vacated the plot. As a result a number of plots appeared vacant and overgrown but the Council had not yet determined if they were truly vacant.

The process for issuing weed notices was underway. Three consecutive notices would result in the termination of a tenancy. This would also help identify truly vacant plots.

Any other business

Stef Missen, Chair of the Bristol Estate Leaseholders' and Tenants' Association (BELTA), was welcomed to the meeting (stef@belta-brighton.co.uk). BELTA was the successor to the previous Bristol Estate residents' association and hoped to be able to take on the community plot at the Beresford Road entrance. There was enthusiasm within BELTA to make a success of the plot and connections had been made with Feedback about a community compost scheme using a compost tumbler.

The CVWHAS committee welcomed the involvement of BELTA but urged them to first speak to the Council Allotment Officer as a priority before starting any work on the plot, as tenancy had not yet been transferred to the new group and rent arrears were outstanding. The rent arrears were substantial and they were advised to seek clarity on the amount if they were to succeed the former residents' association and accept the liability. Questions were also raised about community composting as Council regulations prevented food waste from being brought into allotments. It was noted that there was already a substantial rat problem at the northern end of Craven Vale.

The Council, in discussion with Brighton and Hove Allotment Federation, had agreed to start implementation of the Allotment Strategy. A project officer had been appointed.

It was noted that Craven Vale and Whitehawk Hill are expected to be the next allotment site to have their water supply renewed. This was welcome news given the number of tap failures in recent months. CVWHAS would press for stopcocks to be installed on site. It would also be helpful to have a tap installed at the Hub.

A tenant requested that the water supply be turned on at the beginning of the growing season when needed rather than on a fixed date. This was because of increasingly dry springs, which had led to a loss of some crops. A discussion was had about the cost of the water supply and the difficulty to the Allotments Service in changing its practice and the importance of tenants capturing and storing winter rain. It was agreed to raise flexibility of water supply with the Allotment Officer and BHAF.

It was noted that the cost of water supply to the City's allotments was the largest cost for BHCC in providing the service. It was agreed to produce best practice advice for ploholders on using and conserving water on allotments. In particular it was noted that hosepipes should not be left attached to taps overnight; taps should be fully turned off at the standpipe after each use.

It was also agreed that contact details for Site Reps and the Council's Allotment Officer would be posted on the noticeboards, on the basis that they should only be used during office hours.

Craven Vale and Whitehawk Hill Allotment Society Treasurer's report for years April 2019 – July 2021

The opening balance in April 2019 was £808.82. This includes the remaining balance of £211 of protected funds (key deposits).

The closing balance at the end of July 2021 is **£1115.77**.

Over the past 2 years we have successfully applied for funding to improve the hub and communications at the 2 sites. In 2020 we applied to St George's Church for funding to improve the ground around the hub and received £150; this is yet to be spent due to issues around Covid. We also applied to the Brighton and Hove Allotment Federation Fund in November 2020 for trestle tables / table cloths and in March 2021 for notice boards and a sign; both applications were successful. The funds have not all been spent although we are in the process of ordering a sign to go on the hub and we also intend to purchase larger noticeboards for the 5 gates (not including Beresford Road and the top of the road by the TV mast as these have large notice boards).

The financial reports for the past 2 years and up to the end of July 2021 are attached to this document.

We have continued to raise extra funds with donations for tea and cake when the hub is open and a contribution of £2 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 43 members in the society. Membership of the CVWHAS includes the membership of the National Allotment Society and members are automatically insured by the NAS. The NAS renewal will be due in September 2021.

Financial Statement 1 April 2019 to 31 March 2020

Money we had at start of the year	808.82
Money In	
Float	-
Donations	317.34
Membership fees	190.00
Grant income	150.00
Sales	526.65
Other	9.11
Protected funds	-
Money In Total	1,193.10
Money Out	
Membership fees	114.00
Grant expenditure	-
Stock	413.75
Running costs for Hub	118.82
Photocopying/printing/stationery	10.71
Materials	83.26
Hire costs	-
Other	2.00
Protected funds	-
Money Out Total	742.54
Money we have now	1,259.38

Financial Statement 1 April 2020 to 31 March 2021

Money we had at start of the year	1,259.38
Money In	
Float	-
Donations	-
Membership fees	160.00
Grant income	628.69
Sales	279.54
Other	-
Protected funds	-
Money In Total	1,068.23
Money Out	
Membership fees	105.00
Grant expenditure	398.83
Stock	775.30
Running costs for Hub	-
Photocopying/printing/stationery	-
Materials	-
Hire costs	-
Other	60.98
Protected funds	-
Money Out Total	1,340.11
Money we have now	987.50

Financial Statement 1 April 2021 to 31 July 2021

Money we had at start of the year	987.50
Money In	
Float	-
Donations	73.84
Membership fees	45.00
Grant income	-
Sales	192.64
Other	-
Protected funds	-
Money In Total	311.48
Money Out	
Membership fees	27.00
Grant expenditure	-
Stock	91.17
Running costs for Hub	-
Photocopying/printing/stationery	15.04
Materials	40.00
Hire costs	-
Other	10.00
Protected funds	-
Money Out Total	183.21
Money we have now	1,115.77