

# CCAA Team Meeting 25 October 20011

## Minutes

### Item 1 Apologies:

Monica Hunt, Sharon Bennett, Carol Macdonald

### Present:

Jim Mackay, Cliff Kersley, Rob Pinkerton, Bruce Edelsten, Alan Maloney, Simon Tucker

### Item 1 Site Update

ST reported that we still await Seivwrights to start with the installation of the water supply and tarmac for the car park. Mark will have approx 1 weeks work to

complete after Seivwrights are finished. We are expecting the site to be available by 1<sup>st</sup> December 2011 unless informed otherwise by contractors.

Plot-holders are asked to stay offsite until work is completed. The committee will inform all plot-holders as soon as the site is open for business.

### Item 2 Rentals

CK reported the following situation with plot rental completion:

14 full plots have been allocated and rent paid.

5 half plots have been allocated and rent paid.

1 half plot has been allocated to the primary school free of rent.

4 full plots and 2 half plots have been allocated but rent has not yet been paid.

Therefore:

5 full plots and 2 half plots are still available to the public.

CK is to pursue the outstanding rent more vigorously when the site is open.

### **Item 3 Project Costs**

Mark has been paid £15191.92 for his work to date eg. fencing the site, spreading hard core on car park and running in the water pipe etc.

There is £12897.91 remaining to complete the construction works and any other projects.

RP suggested that money should be spent on providing hard paths to the plots as the going will be soft and difficult to push a barrow along.

The committee considered this but decided that at this time we would try to level the paths and take note of the condition with a view to improving the surface later if funds allow.

Other items were suggested as possible purchases eg. a flame thrower for weed eradication, water butts and troughs.

It was decided that a committee meeting will be held with the sole purpose of allocating remaining funds when all outstanding accounts have been settled.

### **Item 4 Communal Hut**

The purchase and possible use of a communal hut was discussed. It might be possible to acquire a second hand portacabin which could have two rooms and a toilet. Enquiries are to be made concerning the cost of a portacabin.

### **Item 5 Bee Keeping**

The lease allows for a maximum of 5 bee hives.

The committee is keen to encourage the responsible keeping of bees but is aware that there are some problems attached to the proper maintenance

and care of bees which the following conditions seek to minimise:

1. Bees will not be kept on individual plots but on a designated apiary at the south end of the site.
2. Potential bee keepers must obtain the permission of the committee before setting up a hive.
3. Bee keepers will be expected to be a member of a local bee keeping society (eg. Moray or Scottish Bee Keeping Association).
4. Bee keepers should have a certificate or some other evidence to indicate their competence in bee husbandry.
5. Bee keepers must obtain their own insurance for the hives etc.

### **Item 6 Shop/Retail/Bulk Buying**

Baud's garden centre is ready to operate the discount for CCAA members. On completion of an application form members will be issued with a discount card for use in the shop.

JM raised the issue of the CCAA having a retail manager who might organise the bulk purchase of materials for retail sale on site.

JM will make enquiries to see if anyone might be interested in taking on this job.

### **Item 7 Bike Rack & Sign**

JM was authorised by the committee to order the above items.

### **Item 8 Treasurers Report**

Income from plot rentals is	£825	
Balance is currently	£1135.84	(this
includes £100.00 from member loans)		

There are some small items still to settle.

CK suggested reimbursing the outstanding member loans. This was agreed by the committee.

RP suggested and the committee agreed that ST should be reimbursed for the cost of fuel and equipment used during the site clearing on 22 Oct 2011.

Simon will provide an invoice for a new strimmer blade.

CK suggested that BE should be an authorised signature for CCAA cheques. This was agreed.

### **Item 9 AOB**

1. The need for a first aid kit was acknowledged. This will be supplied and stored at a suitable place.
2. BE will investigate the procedure for being accepted as a registered charity as this has several advantages to the association.
3. JM is to contact Stuart Riddoch to see about delivery of manure.
4. JM is to contact Beechgrove Garden to see if they are interested in doing a programme

**Date of next meeting:** 8pm on Tuesday 29<sup>th</sup> November at Jim's house.