



YACIO Trustee Meeting

5th May 2021

Attending: Tony Chalcraft, Anna Pawlow, Lisa Turner, Simon Wild, Maria Lewington,
Colin Smith

Chair: Tony Chalcraft

Minutes: Anna Pawlow

1. **Apologies** **AM**

2. **Notes and Actions**

Notes from the last meeting were accepted.

Termination of Tenancies - ML & AP had met and discussed the practicalities of the subject. They recommended that at present the policy remains unchanged but that this should be investigated again in the future. It was suggested that ML should be trained on Colony both to support AP in busy times and to enable her to investigate complaints more easily. This was agreed.

Action: AP to train ML on Colony

Cycle Gate - The gate had been repaired.

Security - CS had circulated a report.

Security Decision Tree - Trustees discussed the proposal and agreed that all would give more detailed feedback to ML by email to enable changes to the numbering of incidents.

Action: Trustees to give feedback to ML by email.

Missing Cheques - LT and AP updated the Trustees on the situation. The bank are unable to trace the missing cheques. All that we can do is contact the issuers and ask them to replace

the cheque. Trustees discussed whether the amount should be written off but it was agreed that the sum was too great. LT & AP stressed that this issues was the Bank's fault and that YACIO had followed all correct processes. It was agreed that if any funds could not be recovered then a claim should be submitted to the bank for lost expenses.

Scarcroft Locks - Trustees were still awaiting more complete legal advice on the issue of Association Buildings. Trustees discussed the issue further.

Action: TC to contact Association. CS to contact NSALG for legal advice.

3. **Administrator Report**

AP reported that there were no unusual issues, the volume of emails appeared to have dropped slightly, which had resulted in the ability to focus on other issues more and a more balanced workload.

4. **Monthly Finance Report**

LT had circulated a report. Everything continued as normal with no unusual expenditure.

5. **Trustee Reports (Specific Responsibilities)**

Complaints - ML to circulate report. There were some ongoing issues in the background but nothing urgent. Trustees discussed once again the need for clear evidence, without which no action could be taken and it was agreed that this was the only way.

Maintenance - CS had circulated a report.

Glen SS - A new Site Secretary for Glen had been found. CS would continue to support for 3 months.

Fulford Cross Trees - CS has checked the tree position and it is hard to say who's responsibility it is. SW suggesting that in to advise.

Action: CS to supply information to SW. SW to check tree and liaise with DM as necessary.

Site Specific Issues - TC noted that Mikron Theatre planned to perform in Scarcroft Allotments again this year. All agreeing that this was ok so long as proper insurance was in place and all safety measures followed.

Holgate Vandalism - TC to inspect site on Tuesday, this may need repairs.

Holgate Apiary - AP providing some background. It was agreed that the proper process of consultation should be followed and that YACIO would work with the Association to submit a proper plan for the area.

6. AGM Follow Up

- Policy on Plot Splitting
- Site Expansion

These issues to be discussed further by Trustees.

7. Removal of Barbed Wire

ML had raised the issue of unsafe barbed wire and asked if this needed to be tackled immediately. The issue was discussed and it was agreed that this should be gradually introduced and phased out. It was agreed that an item in the next newsletter would be a good idea.

8. Site Bids

AP questioning how the process was to be managed as YACIO had asked for submissions. It was agreed that CS and ML should manage the applications and any submissions simply forwarded on to them. Trustees discussing provision of water butts as an idea.

Action: AP to email SS & Associations asking for expressions of interest by the end of May.

9. Any Other Business

Newsletter - AP to prepare a draft with an aim to publish at the end of June/beginning of July.

New Trustees - Following expressions of interest from some

new people it was agreed that AP should update the website to bring the information on applying to a more prominent position.

Raised Beds- It was noted that there appeared to be some confusion about the charges for raised beds on sites. Trustees discussed this and agreed that the current policy of including them in the 0-75sqyd band was appropriate.

Research - TC reported that Stockholm Environmental Institute were looking to recruit gardeners to test soil. It was agreed that YACIO could support this.

10. Next Meeting Dates

2nd June - Trustee Meeting