



YACIO Trustee Meeting

5th June 2019

Attending: Tony Chalcraft, Colin Smith, Adam Myers, Anna Pawlow, Simon Wild,
Maria Lewington, Lisa Turner, Dave Meigh (from 8pm)

Chair: Tony Chalcraft

Minutes: Anna Pawlow

1. Apologies

Tina Funnell

2. Notes and Actions

MCPC Complaint - AP reported that there had been a great deal of progress made with improvements throughout the software but that she could not yet confirm that all of the items had been resolved as these would need testing. AP would note how long testing took her and report back on any unresolved issues.

Action: TC to reply to MCPC reserving the right to revisit this should further issues arise. AP to test software.

NSALG - ML to try attending some meetings representing YACIO.

Action: TC to put ML and GEF in contact with each other.

Manual - TC has made the amendments discussed to the Manual and this now needs further editing.

Action: AP to review manual edits.

3. Administrator Report

AP reported that things were busy as usual with plenty of new lets coming in. AP had also been able to provide full invoicing figures for the first time since February with the new Colony software, which should give a fuller financial picture to Trustees going forwards.

4. Duty Trustee Report

Howe Hill - CS reported that following a number of complaints the site secretary for Howe Hill had resigned the post so the position was now vacant. Trustees agreed that a site meeting with all tenants was the appropriate way forwards.

Action: AP to send letter to all tenants inviting them to meeting and advertising the site secretary role.

New Lane - SW reported that he had had an on site meeting with the site secretary for New Lane to offer support and advice.

5. Monthly Budget Report

LT reported that all was well with no surprises in the finances.

6. Preparation for DM Meeting

Trustees discussed the proposed amendments that needed to be made to the Lease prior to DM's arrival.

7. Any Other Business

Waste - CS noted that YACIO could apply for a permit for waste disposal for a contractor to dispose of waste on YACIO's behalf. Trustees discussed the wider issue of waste management on allotments.

Action: CS to obtain a permit.

Fulford Cross - SW proposing that an issue regarding ownership of the compost bins on Fulford Cross be resolved by making the organisation a tenant by creating a plot on that area and this resolves the insurance issues as well as formalising responsibilities. All agreed that this was the best solution.

Emails - ML noted that she now had a YACIO email address and reminded all Trustees to communicate only with this email, not her personal. AP noted that she was going to meet with TF when she was available to set up her emails for her.

Heslington Allotments - TC reported that the Halifax Estate had been in touch again regarding collaborating with YACIO on the management of their allotments. Trustees discussed the issues and agreed that in principle they were in favour and that TC should take this forwards

8. Next Meeting Dates

19th June - Trustee Meeting - John Shirbon presenting Concession Proposals

24th June - Site Secretary Meeting

3rd July - Trustee Meeting

DM Attending from 8pm

9. Lease

LT led the discussion of the proposed amendments that Trustees had agreed would need making to the Lease before this could be progressed.

Action: LT to forward the list of agreed amendments to DM to send on to the legal team.

10. Water

Trustees noted that the situation with the water remained outstanding. The figures provided from the CYC bills were incomplete. Trustees noted their concerns that estimates with no readings would be inaccurate. AP produced a letter for YACIO to send to Yorkshire Water giving YACIO responsibility for the water supply to all sites from the 1st July.

Action: AP to send the letter to Yorkshire Water.

11. Glen

Trustees bringing DM up to date with the ongoing issues at Glen allotments and making him aware that various parties had said they would complain to the Council so that he was forewarned of this.

12. Any Other Business

Scarcroft Wall - DM noted that the repairs to the wall on Scarcroft were in progress now that the funds had been secured. AP noted that the tenants affected had been temporarily relocated for this year. DM noted that he had had sight of the 'private' plots attached to gardens and there were no issues to be concerned of there.

Fulford Corss Hole - DM reported that the hole discovered on Fulford Cross was being investigated and when it had been established what it was proper action could be taken.

Holgate Hogweed - DM noted that this was on the spraying list. AM noted that a tenant may complain about this but DM assured YACIO that all spraying was undertaken within the laws and guidelines.

Asbestos - DM reporting that asbestos collection had been delayed due to the

contractor no longer dealing with this. A new contractor would have to be procured through the CYC processes before this could be progressed.

Legacy Issues - DM noted that he had left this with YACIO to complete site inspections and prioritise the list. It was agreed that DM would update the list to take account of progress made so that YACIO could discuss the list with site secretaries at the next meeting.

Rufforth Allotments - DM noting that this was being progressed and still would not require any involvement from YACIO.

Report - DM noted that he would need to report back to the Executive regarding YACIO progress and requesting that the report be supplied to him for this purpose.