



## YACIO Annual General Meeting Minutes

27<sup>th</sup> April 2021

7pm

Zoom Meeting

Chair: Tony Chalcraft

Minutes: Anna Pawlow

### 1. Chair's Welcome

TC welcomed the attendees to the virtual AGM and notes that this was to be a short meeting to deal with the legal formalities of the AGM only. He explained the format and that AM would be assisting with technical issues and managing participants. All participants would be muted to keep background noise down and it would be necessary to unmute to speak. TC noted that the 2020 AGM had had to be cancelled due to the pandemic but that all documents had been made available prior to the cancellation. This AGM was for the 2020 period. TC noted that it was hoped that circumstances would allow an in person meeting for discussions in the autumn but this would be reviewed nearer the time.

### 2. Apologies

Colin Smith

### 3. Trustees' Report

The Trustee's Annual Report had been published on the website for all to see. TC summarised a few key sections and asked for any questions. He noted that the pandemic had had a large impact on operations and the goal of improving cultivation standards but that it had also cemented the importance of access to allotments as a refuge. Waiting lists had grown



rapidly. TC noted that the Administrator, AP, worked around 20 hours a week for YACIO and thanked her for her efforts.

TC noted that ongoing issues with the Colony database were usually at the root of problems but that it remained the best option available as specialist allotment management software.

TC noted that Trustees had worked hard on preparing the Manual as a guiding document for Trustees to formalise policies in use.

TC thanked Site Secretaries for their invaluable contributions and noted that YACIO could not function without them.

TC noted that TF had stepped down as a Trustee leaving 3 vacancies on the board and asked for volunteers.

TC noted that maintenance work was still being carried out by the same contractors and it was generally felt that this was an improvement on the CYC provision. Dave the handyman was also working very hard on the one off maintenance issues that come up.

YACIO had a total of 1200 lettable plots. 206 new tenants took on plots in 2020. 190 tenants were evicted. 1532 new applicants joined the waiting lists so demand far outstripped availability.

The quarterly newsletter continued to be circulated in print and email.

AM had continued to engage with Associations and YACIO continued to want to work closely with Associations for the improvement of sites.

TC noted that disputes and complaints absorbed a lot of Trustee time and these issues continued to prove difficult to deal with.

There had been a spate of vandalism on Low Moor and the Police had been involved and security patrols engaged. This was an ongoing concern.

In the report it noted that there was as yet no Lease but this had now been resolved and YACIO now had a signed Lease with CYC.

For the future Trustees wished to focus on improving the admin provisions.

Making processes easier and simpler for site secretaries. Speeding up

processes for plot clearance. Revisiting the concession policy to make sure it



is equitable. Building closer relationships with Associations. Provision of Community Plots. Focusing on the mental and physical health benefits of allotments and reducing social isolation. With the ever growing waiting lists looking at what YACIO's role should be, not just administering the allotments but promoting them and making them accessible for more people of York.

#### **4. Financial Report**

LT presented a summary of the Financial Report, also available on the website. LT gave a brief outline of the 2019 report, already submitted to the Charity Commission in the absence of an AGM. She then outlined in more detail the 2020 accounts. It was noted that due to covid there had been no site improvement bids in 2020.

#### **5. Election of Trustees**

In the first AGM (2019) all Trustees had stepped down and stood for reelection. Thereafter 1/3 of the Trustees would stand down at each AGM as per the constitution and stand for re-election. This year TC and SW stood down and those present confirmed their re-election by majority.

#### **6. Re-Election of Officers**

TC proposed that the appointment of officers be confirmed in the same way, with TC remaining Chair, CS Secretary and LT Treasurer. He noted that it was possible that these roles may change during the year if circumstances changed. A vote was held and a majority confirmed the re-election of all officers.

#### **7. Appointment of Independent Examiner**

TC noted that Trustees had been happy with the provision of the accounts by KW and proposed appointing her again. This was agreed.

#### **8. Questions**

TC opened the floor to questions.



Provision of extra allotment space in York was discussed. TC noted that present Trustees did not have the capacity to give the issue the attention it needed and asked if anyone was interested in joining the board to champion this cause to get in touch. It was envisaged that this would involve collaborating with the other allotment providers in York, such as Parish Councils, JRHT and private allotments to have a more holistic approach to the whole city and coverage.

The option of dividing plots into smaller areas to let to more people was raised. It was noted that while this may ease waiting lists short term it was not really a long term provision and disguised the underlying issue.

Attendees discussed individual site approaches to the issue.

Resumption of more regular meetings for Site Secretaries and Associations was discussed in the light of the changing pandemic issues but this would necessarily need to be kept under careful review as the situation evolved.

#### **9. Next AGM**

It was proposed that the next AGM be held in March 2022, hopefully in person but this would be kept under review.

#### **10. AGM Declared Closed**

The formal Annual General Meeting was declared closed.