**YACIO Meeting Minutes**

**6th November 2024**

**Venue: Friargate Quaker Meeting House.**

Attendance: Tony Chalcroft, Colin Smith, Adam Myers, Heather Whittaker, Helen Butt.

1. **Apologies:** Simon Wild, Lisa Turner, Maria Lewington, Nick and Janet (Admin)
2. Minutes of the last meeting were agreed.
3. **Actions:**

**Low Moor/Cemetery Wall Tree Fall:** TC had spoken with Site Secretary Christine and the wall debris has still not been moved. AM suggested moving the bricks off the pathway and put back onto Cemetery Land, although the larger pieces would have to be broken to enable this. A discussion ensued with regards to issues due to the wall being a conservation piece. **It was decided that TC to write back due to health and safety concerns we are considering hiring a contractor and then recovering the cost from them.**

**Scarcroft Hut:** In Hand.

**Lease:** See Agenda

**Askham Bryan Tree Work:** CS and AM to discuss outside the meeting to be removed from the agenda.

**New Lane Hedge Maintenance:** CS has not received the quote yet.

**Fulford Bank Access:** AM and LT attended, further clarification is required from the landowners regarding access to the top plot.

**Bootham Site Visit:** Top padlock now replaced.

**Low Moor Tenant Issue:** A meeting has been arranged with Rachel Maskill, the tenant and TC.

**Knapton Land:** TC stated there is a further meeting tomorrow with City of York Council with regards the draft planning application. If required Trustees agreed to pay for some of the fee involved.

**Health and Safety Letters:** HW circulated updated letters with changes from Site Secretaries Meeting. A further discussion between trustees and further changes made to the Pond and Structure letters. **HW to make changes and circulate.**

**Finance Report: See Agenda**

**Admin Report: See Agenda**

**Residency / plot splitting: Done**

**Complaints: Hobmoor** TC dealing. **Carr Bindweed** CS partially resolved and speaking with contractor. **Sensitive issue:** CS has sent letter.

**Community Composting:** Discussed at Site Secretaries Meeting and is not a popular idea. **AM to send further info to TC.**

**Newsletter:** Done

**Lease:** CS has finished his walk rounds with DM. Awaiting an Executive meeting at YCC. **TC to write to DM asking for a covering letter with regards to us renewing the lease.**

**Trustee Application:** HB and LT to arrange interview.

1. **Chairs Report:** We need to start thinking about a long term planning process due to the hope of a 99 year lease.
2. **Finance Report:** LT sent out an email which the trustees found slightly confusing. A discussion ensued and it was agreed that a £10 k overspend would be acceptable but it was recognised there may be further expenditure which could be invoiced next year with regards to hedging. It was agreed that next year CS to be given a maintenance budget and there should be a tree budget for AM and a Contingency budget**. The Trustees would like to see an Actual v Budget figures each month. AM to speak with LT.**
3. **Secretaries Report:** Newsletter: A regular Admin section : Reiterate insurance: Do you enjoy your allotment article TC and CS. Wassailing Laura. Vegetable article TC. Asbestos article CS. Deadline for articles 1st December.
4. **Admin report:** Both appear to be settling in well, with Nick currently on holiday and Janet happy to cover. CS stated he had received some encouraging reports already from site secretaries that communication is very good.
5. **Trustee Reports:**

**Maintenance:** CS has spoken with our contractors with regards to a 3 year contract with the hope it may be cheaper and he is just waiting for them to get back to him regarding this. CS is still waiting for the money from Council with regards to the tree work at Hospital Fields and fence work at Wiggington Road. The hedge work at New Lane will cost around £2k and needs confirmation to go ahead with this much needed work. It was agreed for it to go ahead in December.

**Complaints: Howe Hill – ML dealing.**

**Site Specific Issues:** Scarcroft plot 99 is semi derelict and there have been several attempts to create a starter area. Andy Maycock has come up with a starter plot plan, using volunteers to help with most of the work but needs help with some of the heavy stuff. CS is aware and will discuss with A Maycock and Dave. Trustees happy for this to proceed.

**Associations:** AM advised that Nick on Low Moor wanted to do a plastic collection the same that was done at Holgate allotment earlier in the year. HB stated she arranged with Dave to collect. AM to liaise with Nick and Dave to arrange for Low Moor.

**Document review:** Nothing

**Website:** Nothing

**Newsletter:** Done

**Lease:** CS circulated a report from his meeting with DM. This was very thorough and well received by all. It was agreed it should be added to the Lease documentation as an annex for future reference. CS to add New Lane with no issues. **Asbestos :** Going forward CS will arrange collection every April, whenever any Asbestos is identified it is to remain where it is and CS notified and collection will be directly from the plot. Asbestos will only be moved if a plot becomes vacant prior to it being re-let.

1. **Site Secretaries Meeting Feedback:**   
   Defer to next meeting
2. **Issues for Discussion: Trees Albemarle Road** AM to Deal.

**Rufforth Allotments :** TC had been made aware that Rufforth Allotments were struggling to let 6 of their plots and had asked if we could let and manage those 6 plots. A discussion ensued including how this would work and would an advert on the website be a suitable solution. **Action: TC to go back to Rufforth Site Secretary for more information.**

**Due to running out of time this was the end of the meeting.**

**Next Meeting Wed 4 December 2024.**