

# RAVENSWOOD ALLOTMENT ASSOCIATION

Meeting at the Prince of Wales on Wednesday 30<sup>th</sup> July 2025 @ 7:00 p.m.

## Present:

Bill Harding	Geoff Adams	Mike Rogers	Martyn Davies	Desmond Jones
Sue Hone	Pauline Adams	Ken Mareverwa	Antony Green	Sandra Finch
Peter Davies	John Swithenbank		Dean Wiltshire	
John Kirk	Jackie Swithenbank		Ivor Taylor	

## Apologies:

### 1. Welcome and apologies.

#### Action

BH chaired the meeting and accepted apologies from AG, MD, DW, DJ, SF & IT.

### 2. AGM finance statement.

BH previously emailed plot holders in April giving details of our annual accounts. As no comments had been received, the meeting accepted the accounts as a true reflection of our financial situation.

### 3. AGM election of officers.

AG, BH & SH offered to continue in post as officers and the committee did likewise. As no-one else wanted to stand, JK proposed, and JoS seconded that they all continue in their respective posts of Chair, Secretary, Treasurer and committee. It was noted that no-one wanted to become vice-chair, so the post remains vacant.

### 4. CEAF issues.

BH attended the CEAF AGM on 2 July and gave a brief description of what happened, explaining that we would have the same treasurer, but a new chairman, secretary and committee members. Once BH gets the minutes, he will circulate them to all plot holders. Here are some relevant points:

**BH  
when  
available**

- CEAF & CCBC have agreed to continue our annual funding, and they have devoted a lot of time to strengthen the disciplinary procedures as it was proven that they were not enforceable in the eyes of the law.
- For every site under their jurisdiction, CEAF are developing a new secretary's handbook, and standardising procedures such as tenancy agreements, use of PPE, COSHH, health & safety, risk assessments, strimmer/rotavator training, etc.
- BH also mentioned that CEAF were creating a questionnaire for all sites which is to be issued in September. BH added that he was awaiting details before commenting.

**All  
to note**

**All  
to note**

**BH**

### 5. Equipment usage and petrol money (Petty Cash).

BH said that no chargeable equipment was used during the last 3 months.

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## 6. Battery tools.

- |   |                        |
|---|------------------------|
| a. If the spool runs out when using the strimmer, there is a spare above it on the wall of the Container. If you use it, please tell BH so he can replace it. | <b>All<br/>to note</b> |
| b. Don't forget that whoever uses any of the battery tools should take the battery home to be recharged and return it asap.                                   | <b>All<br/>to note</b> |

## 7. Communal IBCs.

As the pallet bases are rotting we need to get a better foundation. Having looked at DW's free-standing concrete block base for MR's IBC, it was agreed that this should be applied to the four IBCs located by the Container.

- a. Previously, DW had estimated that a pack of 72 concrete blocks would be enough to for the bases, and suggested a cost in the region of £130. BH said that he had applied for a grant which had been successful.
- b. It was agreed that this work should be done at the end of the growing season, around September/October time.
- c. BH said he said that he had purchased a connector kit in readiness for connecting the fourth IBC when the time comes.

## 8. Health & safety.

- |  |                        |
|--|------------------------|
| a. JaS previously produced a comprehensive spreadsheet of First Aid Kit contents and said that she had recently acquired some burns dressings and single use eye washes..  | <b>All<br/>to note</b> |
| b. She said she would continue to monitor supplies and expiry dates and take the appropriate action to deal with replacements. The meeting expressed their thanks for her taking charge of this important aspect.  | <b>JaS<br/>Ongoing</b> |
| c. Whatever is in the previous First Aid Kit can be used but should be treated as not being sterile, e.g. bandages not in direct contact with injuries.  | <b>All<br/>to note</b> |
| d. The meeting discussed the locations of the nearest defibrillators, i.e. the doctors' surgery next door and outside the Darran pub. JaS offered to put simple instructions on the Container/toilet door to assist people in time of need; she added that too much information was counter productive, and the machines are self explanatory, giving verbal instructions when accessed. | <b>JaS</b>             |

## 9. Skip.

CEAF will pay the first £200 of the cost of a skip, so we will need to get the skip delivered and paid for before claiming partial reimbursement. It was agreed that when we get a skip, we should put it outside the gate, meaning that when delivered, we will need to put our rubbish in there quickly before it gets filled by others!

- |   |                        |
|---|------------------------|
| a. Given the number of vehicles parked on Ravenswood Court, we should wait until the Ty Darran building work has finished, which is scheduled for October 2025. | <b>All<br/>to note</b> |
|---|------------------------|

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- b. BH said that Fernlea Allotments told him that they had one from New Tredegar skips, who they would recommend. Cost was £290 for a “builder skip”, which is one up from the midi which should be ample for us. **All to note**

## 10. Wildflowers & mare’s tail.

BH will sow the rest of the clover seeds once the manure piles have been removed. **BH**

## 11. Floods/sewage.

Previous minutes refer to the potential for “dirty” water. DW said that Amie had a sample analysed and discovered that there was a relatively high level of lead and cadmium, i.e. a spade full estimated to contain the nicotine from half a cigarette. Obviously, this may have been the case before the floods; we’ll never know. DJ asked DW to send him some information so he can investigate further **DW/DJ next meeting**

## 12. Scrap wood.

Previously, it was agreed that people should be responsible for burning their own scrap wood, and not leave it to accumulate. BH said that the scrap wood is still there, so can members **PLEASE** leave it on their plot until they either burn or remove it. **All Ongoing**

## 13. Nails & screws.

All members must ensure that nails and screws are removed from any wood left around the manure store. Hopefully this action will be unnecessary if the previous action is acted upon! **All Ongoing**

## 14. Fees.

Previously, SH suggested raising the fees by £5 because of the additional expense of getting our own insurance and dwindling reserves. BH has updated his spreadsheet in readiness for the new fees of £25 - which are due at the next meeting. **All to note**

## 15. Water.

Although we pay our own water bills, at the CEAF AGM the officers emphasised that members should harvest as much rainwater as possible. We have some communal IBCs by the Container; we have the stream for collecting water; some plots have water catchment in place although more could be done. **All ongoing**

## 16. Storm drain checking/cleaning.

BH explained the recent palaver with CCBC contractors checking out the storm drain running the length of DW’s plot. BH said that CCBC accepted that they should have given us advance warning and also kept us up-to-date with progress. It was agreed that all parties were happy with the final outcome and that any future cleaning / checking jobs are communicated to us well in advance. **All to note**

## 17. Bark mulch.

MR mentioned that his contact who provided recent supplies could be asked to supply us more. He suggested - and the meeting agreed - that we offer £20 to pay towards supply and delivery. BH would get the cash out of our account and give to MR in readiness. **BH/MR**

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## 18. Weeds in the stream.

PD said that the stream by his plot contained to be having lots of weeds which others had somehow left to go along the stream. Those members whose plots are alongside the stream must ensure that any weeds they remove are not left on the bank and allowed to enter the stream.

**Plots  
7-14**

## 19. Ripe produce.

Members were encouraged to offer any ripe produce to others and reciprocally, members should feel free to ask if they see something they perceive as going to waste! Note the all mobile numbers are on the "Members only" page of our website [riscabill.wixsite.com/ravenswood](http://riscabill.wixsite.com/ravenswood) and the password is the padlock combination!

**All**

## 20. Cherry tree.

PD mentioned that someone in Ravenswood Court had asked about pruning the cherry tree. It was agreed to lend them our loppers as long as they are returned!

**PD**

## 21. Date and time of next meeting.

The next meeting will be scheduled for Wednesday 29<sup>th</sup> October in the lounge of the Prince of Wales @ 7 p.m.