

Church Manor Way Allotment Society
Annual General Meeting Minutes
C2K Community Hall
Thursday 6th March 2025

1) Welcome & Introductions

- Dan Spindelbauer (DS) – Chair – welcomed everyone to the Annual General Meeting
- DS made everyone aware of the fire exits, assembly points & location of the toilets
- Representatives from Greenwich Council Parks & Open Spaces were introduced – Elaine Hartley (EH) – Business Support & Finance Manager & Alex Gardiner – Business Support Officer
- Thanks was given to those that have helped in the 2025 projects & maintenance of the site: Ken, Claire, Apo, Vitaliy & the Community Payback Team (CPBT) supervisors

2) Apologies

Paul Martin – RBG Parks Rangers Manager

Thank you to all Plot Holders who sent their apologies

3) Minutes of last meeting (9th April 2024)

Accepted & agreed as accurate

4) Description of Committee election process

- DS gave an overview of the process to be followed later in the meeting
- Several people have already volunteered to stand for the committee, there is an opportunity to vote for your chosen candidate towards the end of the meeting
- There are still vacancies to be filled, so all present were asked to consider volunteering. The Roles & Responsibilities were available for members to view

5) CMW Allotment Society Update

5.1) Membership

See Appendix 1

- All new tenants are now members of the Society
- Membership numbers from existing plot holders are growing
- Membership is currently 72% of CMW tenants
- The Society membership fee will remain at £5 per year for 2025/2026

5.2) Financial report

The Society Treasurer – Chris (CT) gave an update on the Society accounts

See Appendix 2

- As the Society is regulated by the Financial Conduct Authority (FCA) a yearly submission of the accounts is required. This has been filed for 2024/2025.
- Income was from issuing keys, Society membership & scrap metal sales
- Debits were for the National Allotment Society membership, the Website, administration costs & beverage supplies for the CPBT
- There are some concerns about the ongoing website fees & whether to keep the Site. Other options (e.g. cheaper providers) will be explored
- The slide showed the Society's current balance. CT reminded tenants that although the key fee is not a deposit, £20 per key is currently refundable when tenants leave, meaning not all funds are available for future projects

5.3) Communications

Communication Officer Ali (AE) gave a progress update on the voluntary work that the Communication Subcommittee had achieved:

- **Website:** This is now live & features the new CMW Society logo: <https://churchmanorway.com>

- This also means that the Society now has an email, please feel free to email any questions, photographs or videos you may have: info.churchmanorway@gmail.com
- A Society Newsletter is planned, but help with article contributions would be appreciated, these can be on any related topic e.g. gardening tips, cooking
- Going forward, all Society documents will be available on the website
- **WhatsApp:** this is in use, but there was a discussion about etiquette e.g. keeping the messages polite, friendly & site relevant. Anyone who is found to be rude/abusive will be removed
- **Facebook:** A CMW page had been created, but it has had limited traffic & is difficult to monitor, so the decision has been made to close it down for now
- **Noticeboards:** The noticeboard at the main gate is currently locked & cannot be used. The council has been approached about a replacement; however, new boards are expensive. For the time being, the WhatsApp group will remain the main communication method, with important time-sensitive information also displayed at both entrance gates
- **Events:** All plot holders are asked to consider what events they would like & let the Committee know. Volunteers would be appreciated for any event that takes place

AE thanked Callum & Will for all their hard work & input & reminded attendees that members of the 'Communication Subcommittee' are volunteers rather than elected positions. They support the Society by promoting the site & helping to strengthen the community spirit at CMW Allotments. Any plot holders interested in getting involved are encouraged to contact a member of the new committee

6) Site Development and Plot Maintenance

The Project Officer – John (JM) gave an update on this: He thanked the CPBT supervisors for their continued hard work

6.1) Community Payback Project Update

- The CPBT are now on site four days a week (Thursday – Sunday)
- The majority of plot perimeter fencing has been removed, the remainder will be done shortly
- The next area of focus is to begin to remove carpet & level the pathways. There was a discussion about removal of the carpet, as some felt that this was good for weed suppression. However, there is strong evidence to show that carpet is not environmentally friendly & in some instances is toxic for the soil. The plan is to replace it with cardboard & woodchip. The work will start in both the north & south areas
- Primary paths (main routes) will be 1 metre wide & secondary paths (between plots) are to be 60 cm wide
- Tenants will be notified when the CPBT will be working in their immediate area. To ensure tenant's safety, segments will be completed before moving onto a new area
- Empty plots will be continued to be cleared & more plots will be created from the wild area in the north end & communal areas maintained
- Plot holders are reminded that the CPBT are not able to work on occupied plots
- The plot currently used for rubbish collection will remain for the foreseeable future. Tenants are reminded not to bring in rubbish from offsite

6.2) Hedge Planting

- Some plot holders have planted hedge whips on their plots & more are planned, but there are still whips available if anyone would like some
- These are ideal for encouraging beneficial wildlife to your plot & the site
- Volunteers were requested to help with the hedging in the communal areas that were planted last year. This would involve weeding & general maintenance (e.g. rubbish removal). Sessions will be notified on WhatsApp

6.3) Woodchip and Manure Deliveries

- **Woodchip:** Deliveries of woodchip from RBG will be for the pathway project only, please do not remove this for personal use
- Local companies have been approached by the Committee to see if they can deliver free woodchip for plot holder use but this is a slow process. If anyone knows of any local companies, can they please make the Committee aware
- **Manure:** This is delivered frequently but is dependent on the stables mucking out schedule, making delivery days & times unforeseeable

- Deliveries are now announced in advance on the WhatsApp group. If anybody wants to be added to this group, please contact a Committee member
- Allotment holders asked if there are limits to the quantities each person may take, tenants are requested to be considerate to others & to limit themselves to two wheelbarrow loads of woodchip, manure etc per delivery
- There was mention that some people were “stockpiling” manure, making it unfair on others. An experienced gardener did remind plot holders that manure needed to mature before it could be used, so this could explain why some plot holders had large piles
- The idea of having locked storage units, especially for the manure, to facilitate fair distribution was discussed. The Committee will explore this idea & feedback

6.4) Site inspection

- EH confirmed that RBG will visit CMW in the first week of April. Plot holders were encouraged to use this as motivation to begin work on their plots
- AE asked the RBG representatives if the site inspection was fed back to the committee, with respect to risk/ health & safety. EH agreed to forward any concerns

7) Site security

- All were reminded to keep the gates locked at all times
- Whilst plot holders are not expected to confront strangers, please report strange activity to the Committee via WhatsApp or, if appropriate, directly to the police
- There has been an increasing number of dogs on site that are not on leads. The tenant agreement clearly states that all dogs must be kept on a lead at all times

8) Election of new Committee

See Appendix 3

- The candidates for Committee roles were reviewed. All were accepted by those present
- There are still roles vacant; however, DS reminded all plot holders that they could still volunteer to assist with projects without being on the committee
- DS thanked all the new members of the Society’s Committee & is looking forward to working with them

9) AOB

- JM raised with the council that the Notice to Remedy /Notice to Quit (NTR/NTQ) processes are very slow, this means that derelict plots are not being cleared & rented out efficiently. Also, there are vacant plots at CMW even though there is a long waiting list.
EH confirmed that once a tenant receives an NTR they have 10 days to make improvements on their plot, otherwise they will receive an NTQ & have 14 days to exit
- JM requested an update from EH regarding the new Tenants’ Agreement. EH confirmed that this has now been finalised & will be sent out to tenants shortly. However, it was noted that there are 860+ tenants within Greenwich, so this will be done one site at a time which will take approximately two months.
AE suggested that this could be done via email but EH advised that the agreement needs to be signed & returned to RBG by each tenant, which not everyone was comfortable doing
- A discussion arose around the cost of seeds/plants - especially since the demise of Wilko, & whether the Society are able to buy these in bulk. This is currently being reviewed by the Committee but in the interim JM suggested that people posted on WhatsApp if they had extra plants to share.
An Allotment shop was suggested, which could sell products close to cost price. This is an idea already being explored by the Society Committee but volunteers from the site would be required to help out
- JM reminded tenants not to relay the carpet once the CPBT had taken it up & also that the site would like to move to PVC greenhouses/poly tunnels rather than glass. An incident, during the high winds, last year blew several sheets of glass over a large area, which could have been lethal

DS Thanked all for attending

10) Next AGM Date

- This will be in March 2026

Appendix 1:

Church Manor Way Allotment Society Update, March 2025

- **Society Membership to date: 104 members**
- **Membership = 72% of CMW Plot Holders**
- **Currently 155 plots / 3 Vacant**
- **= 152 plots / 145 Plot Holders**
 - - 7 Plot Holders have 2 plots
- **Society Membership fee will remain at £5 per year for 2025 / 2026**

Appendix 2:

CMW Allotment Society Finance Update March 2025

- The Society Accounts for 31st March 2024 have been filed with the Financial Conduct Authority (FCA).
- Key Income for was £3,140 and Subscription income was £385
- We had expenditure to the National Allotment Society of £226 and other costs of £240.
- The next accounts due are for 31st March 2025
- We have received additional income this year from scrap metal sales
- Our current bank balance at the Co-Op bank is £3,241.54
- Our current cash balance is £769.20

Appendix 3:

CMW Management Team Nominations March 2025

Role	Volunteer	Plot	Nominated By	Plot	Seconded By	Plot
Chair	Dan Spindelbauer	66B	Sharon Ryan	64B	Ali Edney	
Secretary	Sharon Ryan	64B	Ken Parker	36B	Will Spurr	88B
Treasurer	Chris Tingle	69A	Dan Spindelbauer	66B	Sharon Ryan	64B
Comms & Events Officer	Dorothy Dewan	47B	John Masih	3A	Chris Tingle	69A
Projects Officer	John Masih	3A	Vitaliy Zhelikovsky	79B	Mike Williams	72B
Membership Officer						
Site Officer North	Apo Apostolov	88A	Mike Williams	72B	Vitaliy Zhelikovsky	79B
Site Officer Central	Prakash Khanal	69B	Kharka Limbu	69C	Steve Anderson	67A
Site Officer South						