

**Blandford Allotment Society**  
**www.blandfordallotments.com**  
**Minutes of meeting held at the Lamperd's Field Potting Shed**  
**On Tuesday 27<sup>th</sup> November 2018 at 7 pm**  
**Chaired by: Ian Ricketts**

*Present: Ian Ricketts – Chair, John Harding – Treasurer, Ann Edwards – Social Secretary, Peter Brundish – Committee Member, Ken Pearce – Plot Allocator, Phil Williams – Elizabeth Road, Webmaster – Virginia Barnard.*

*Apologies for absence from Diane Mawer, Dave Buchan, Barbara Marjoram*

1. The Minutes of the meeting dated 31<sup>st</sup> November 2018 were read and approved.

2. REPORTS

(a) Report from Chairman – Ian Ricketts

Ian reported that there wasn't much happening at this time of the year, except for the Christmas Coffee Morning on 1<sup>st</sup> December. Five rats had been caught in the previous 3 weeks. The three posts had been purchased for Elizabeth Road. A proper mix would need to be purchased to sink these into the ground. A new padlock had been purchased as the old one broke. He confirmed that the code will change on 1<sup>st</sup>/2<sup>nd</sup> January 2019 and plot holders will be emailed with the new code before that. It was agreed that a sign would be made for the gate informing plot holders of the change, and asking them to ring either Ian or Ken on their mobile numbers for the new code. Telephone numbers to be put on the sign. New signs had been made by Mary Barratt, which were a huge improvement on the old ones. Mary Barratt to be thanked for doing this. 3 to 4 plots had been cleared and rotavated, and the site is starting to look a lot tidier. Most rents have been received. It was agreed that the Committee would have a post-Christmas get together for Committee Members, for a Sunday lunch in late January 2019. Each person will finance his own meal. The Committee felt that it would be good next year to organise a Christmas meal for all allotment holders, well before Christmas, at a local hostelry. **Action: Ian/work party**

(b) Report from Vice Chair/Seed Secretary – Barbara Marjoram

No report.

(c) Report from Treasurer – John Harding

As at 25<sup>th</sup> November the Bank balance remains as last month at £2548.87 with £145 in cheques still to bank. Petty cash held by me has risen to £202.72 due to cash rental payments and manure receipts.

Since the last meeting I have received a further £189 in rents and I have one bill to pay: that is £359.55 water bill for Elizabeth Road.....only 65% increase on last year compared with well over 100% for Lamperds field.....well done Elizabeth Road.

The public liability insurance is due, and I shall be contacting the NAS to see if they can beat the quote from the existing insurer when it comes.

I have thanked Mary Barratt (allotment holder) for the signs produced recently.

(d) Report from the Plot Allocator – Ken Pearce

There has been a welcome uptake of plots at Elizabeth Road, and in the last 10 days, I have given 6 plots to people, being quarter and half plots. This now leaves Elizabeth Road with 1 quarter plot and 1 half plot available.

At Lamperds Field, we have not been quite so lucky – I have 3 new starters and have allocated 2 half plots and 1 quarter plot.  
This now leaves Lamperds Field with 2 whole plots and 7 half plots. This could be more, as I believe we still have non-payers on both sites, who are being chased up.  
I think the advertising in Forum Focus, on the website, and other notices have given us a good result in filling empty plots.

(e) Report from Phil Williams, Elizabeth Road

Phil said the posts had been received on the allotment, and it just needs a work party to erect them.

Action: Phil/work party

(f) Report from the Webmaster – Virginia Barnard

Recapped on GDPR regulations and covered areas of security and compliance particularly with regard to the storage of personal data and gaining the necessary permissions to hold this data on file. Any personal data held about allotment holders on personal computers should ensure that their operating systems are up to date with the latest upgrades, have installed a robust Anti-Virus and Anti-Malware software and that the computer is password protected. This is to avoid as far as possible any breaches of data. As an added precaution to make sure you have a back-up copy of data stored on an external device and filed securely, in case of system failure.

Confirmed that any lists of names and email addresses is not advisable to keep on a personal computer if related to Blandford Allotments. At present the software called MailChimp has been set up for email marketing due to its GDPR compliancy. I understand this has not been utilised since no training was offered. However, since the data held by MailChimp (lists of subscribers) is stored outside of the EU it is not compliant with GDPR rules so I propose to change this to an alternative UK company called FreshMail. This is a London based company and data stored in the UK. They have a free service for under 500 subscribers.

The website hosting and domain name is due to expire on 19<sup>th</sup> February 2019. Since this is a California based company I would also recommend that the website is moved to a UK based host called TSOHOST. Since there is no reason why the .COM extension should be kept for the domain name I suggested changing this to a .CO.UK extension which would be cheaper. BlandfordAllotments.co.uk is available. By changing hosts there is also available business emails which can be assigned to Blandford Allotments. Further discussion is needed to identify which email addresses would be suitable e.g.

[info@blandfordallotments.co.uk](mailto:info@blandfordallotments.co.uk), [secretary@blandfordallotments.co.uk](mailto:secretary@blandfordallotments.co.uk), [admin@blandfordallotments.co.uk](mailto:admin@blandfordallotments.co.uk), [finance@blandfordallotments.co.uk](mailto:finance@blandfordallotments.co.uk) etc., this will give a more professional look to the organisation and will be more secure.

Suggested a 2 year deal costing £42.04 per year (£84.08) which is a saving of at least £40 per year. The domain name will be in the region of £6.26 per year but we may get this free with the 2 year deal, but will be charged after that period.

There will be some downtime of the website while the changeover happens so it was suggested January would be a good time to do this. The Committee were unanimous in agreeing that Virginia should implement all her suggested changes and thanked her for her many hours of research work on behalf of the Blandford Allotment Society.

Action: Virginia

(g) Upkeep of allotments – Dave Buchan

No report.

(h) Report from Social Secretary – Ann Edwards

Malcolm's talk on 3<sup>rd</sup> November was really well received by everyone. It was great to be able to taste so many meads. A big thanks to him for this second talk.

Excellent raffle prizes have come in for the Christmas coffee morning on 1<sup>st</sup> December. Annette Baxter has agreed to prepare the mulled wine, as last year, and will deliver it in large containers ready to serve on the day.....Christmas decorations and lights have been purchased, along with, table clothes, serviettes, etc. and Ian, Mike and myself will lay it all out this coming Thursday 29<sup>th</sup> November. Additional raffle prizes are promised. This is the last coffee morning of 2018. The next one will be on 2<sup>nd</sup> March 2019. Work parties will continue on a Tuesday morning at 10 am. Suggestions for monthly coffee morning talks next year would be welcomed, starting from March 2019.

I have not submitted an editorial to Blackmore Vale, as mentioned at the last meeting, as existing advertising for empty plots is having a good effect. **Action: Ann**

(i) Report from Committee Member – Peter Brundish

Peter confirmed that he had been working to clear and rotavate plots and catch rats, along with Ian and the work party. He had been offered a quantity of pallets, which the Committee agreed would be useful to plot holders. Peter will organise. A delivery of dung was due to arrive. **Action: Peter/work party**

3. ANY OTHER BUSINESS

No other business.

4. DATE OF NEXT MEETING – **Tuesday 11th February 2019 at 7 pm in the Potting Shed at Lamperd's Field.**

5. The meeting closed at 8.30 p.m.

*(Ann Edwards – 3<sup>rd</sup> December 2018)*