

OWPC Patch Allotments Bi-monthly report September **2017 P.C. meeting**

Devolved Management

The next meeting with the PAA Management team is this week. Some changes are required to the Devolved Management Agreement which will be discussed with the PAA. The PAA had previously agreed to the current version. Once these changes are made and agreed the Devolved Management Agreement will need to be signed off by both parties.

The PAA Management team have conducted the last two plot inspections and have started showing prospective tenants around.

Rent Letters

All the rent letters for the plot year beginning the 1st October have been prepared and sent out.

Occupancy

Tenancy terminations following recent inspection have been more or less balanced by new plot lettings, occupancy remains at 94%.

PAA Insurance Claim

The PAA have been successful in their campaign against the inappropriate terms and conditions that the insurance company imposed with the last renewal and the company have now made a payment to the PAA in compensation for the break in last January.

Expenditure

A new plot borer and augers have been purchased, not yet in accounts below.

Plot Marking

After the purchase of the plot borer a session of plot marking is scheduled to take place on the 8th September.

Financial Statement

It was agreed by the PC that there would be no specific budgeting of Capital Expenditure items for 2017-18 but having regard for the unspent portions of previously agreed capital budgets.

Maintenance Expenditure 2017-18	Budget	Actual
Anglian Water	935	772
Grass cutting	260	
Vacant plot clearance @ £25 per plot	510	
Postage	262	99
Stationery	30	
Printing	94	64
Skip	243	220
Pest control	100	
NSALG membership	57	
Maintenance, troughs and associated plumbing	250	
Security maintenance, boundary, locks	250	
Patch Open Day	100	100
Discretionary grants	150	
Compostable toilet consumables	250	10
Hut - Building Insurance	198	
Rubbish Clearance (non-skip incl. tyres)	100	
All tenants membership fees for Insurance	945	
Devolved Management Consultation & Voting	0	
Maintenance containers, toilet & hut	500	3
Total Maintenance	5,234	1,268
Capital Expenditure 2017-18		Actual
Boundary Security Mul-T-Lock security keys		216
Total Capital		216
Patch Allotment Total	5234	1,484