

Bustardthorpe Allotments Assos CIO
Minutes - Trustees meeting held on 10th March 2026
On line

Attendance: Hayley Lorimer (Chair), Harry Silk, Cristina Rivas Graver , George Harte, Richard Seddon, Jim Poyner, Andy Steele.

Apologies: None

Matters arising from previous meeting

- Requests for plot changes (additional plot space, pond requests etc) have been referred to Jim, and ploholders asked to be patient while waiting for decisions.
- CYC have been consulted about signage and new signs will be supplied for outside the site entrance in the next couple of weeks.
- Yvonne Foreman passed away, waiting to hear about her and her husband funeral Ian Forman's funeral for those who want to attend. Their family will let us know and details will be posted on the website and FaceBook Group.

AGM Planning

The agenda, speakers and arrangements for the AGM, on Thursday 19 March at 7.30 pm, at Bishopthorpe Sports & Social Club, were confirmed. All invitations have gone out by email and post and the agenda has been posted on the BAACIO website. The link to the charity account, showing the accounts and Trustees Annual Report is here: [BUSTARDTHORPE ALLOTMENTS ASSOCIATION CHARITABLE INCORPORATED ORGANISATION - 1211930](#) In line with the Charity Commission guidance, BAACIO must hold 3-months running costs as a contingency, and we are currently compliant with those requirements.

Administration

The Trustees wished to record their thanks in these minutes, to Jo Rogers for her contribution to the running of Bustardthorpe Allotments over many years. Jo's departure as Trustee and Secretary obviously leaves a gap, and the Trustees agreed to review all of the administrative tasks that needed to be carried out, to prioritize, and seek additional volunteer help where needed. Whilst we do need to recruit additional Trustees, there are also tasks that could be carried out by other volunteers, and once we have worked out what the priorities are we will need to seek additional help. Some people have already come forward which is great. Welcome to Harry Silk as Trustee.

Lease

CYC have approved the new lease which safeguards the future of the Bustardthorpe site for the next 35 years. This will be referred to a former Trustee to review the contract once we receive it.

Pre-AGM Drop-in-Session 5/3/26

This had been successful with several ploholders coming forward with ideas and suggestions. The Trustees agreed that this type of session would be worth repeating throughout the year.

Security

Following a wave of vandalism across allotment sites in York, a meeting was organized by YACIO with the local police, including PC Martyn Hind. Whilst at Bustardthorpe we have been lucky so far it is worth plotters being vigilant.

The police had three key messages for allotment plot holders:

- **CCTV evidence is crucial for prosecution** (The Trustees are investigating whether cameras currently in use are in the right positions).
- **Dial 999 if the incident is ongoing**, eg if youths are still on site, whether they are just walking about or are acting suspiciously.
- The police are currently collating all the city wide allotment crime data into a Problem Solving Plan called Operation 'Spade' to identify trends and get an holistic view of all the allotment based incidents. Therefore **Every incident must be reported**, however minor, and this should be done by the individual plot holder who was affected. *Rather than spending a lot of time queuing on 101 they advised reporting on line which will be much quicker. Just Google 'North Yorkshire Police report a crime' and it takes you straight to the form which generates an incident number.*
- Useful sources of information and contacts:
martyn.hind1@northyorkshire.police.uk
<https://www.northyorkshirecommunitymessaging.co.uk/>

Site Gates

Notwithstanding the need for vigilance, it was unanimously agreed in the interests of being proportionate and bearing safety on Bishopthorpe Road, to return to the prior arrangement where the **site gates were open from the first arrival until the last leaver**, i.e. anyone leaving the site when the main car park was empty should lock the gates.

Working Parties

The Trustees agreed that work parties could be managed differently in future, and there seem to be a good number of plotters who are willing to help with these. Further information to follow. The next planned work party dates:

Monday 23rd is cancelled

Tuesday 24th March (polytunnel work) 11.30am to end of day

Sat 11th April 10am to 1pm & Wed 22nd April 10am to 1pm

Plotters who help with work parties shouldn't feel obliged to do the full time, please feel free to dip in and out to suit. Updates will be shared on the relevant WhatsApp Group.

Finance Update

Jan & February actuals – see overview below. Balance as of 11/3/26 £11,351

Saving on knocking down piggery of £2k, as well as the saving on knocking down large structure on 20B of around £1-2k, thanks to volunteer help.

Plant prices will remain as last year. We will offer payment by honesty box, cardless payment via SumUp, BACS and will try out a QR system (more information to follow once we have tested it out). We hope to have a plant table by the old Piggery.

Site Update

Repairs done – 115b & 20b structures are down, 116b pipes repairs, nature reserve and communal orchard cleared, fence by car boot fixed; burned all prunings, waste timber and all the timber from the piggery and tidy all dumped plastics. Compost bins, water butts; polytunnels all prepped and ready for plug plants arriving 23/3. Some seeds being started in the polytunnels. Plant sales of sweat pea and broad beans expected end of March. Plug plants should start to come out mid-April. Water supply has been turned back on.

Repairs planned – old piggery filling pit with rubble and glass and make into parking area, chill area and plant sale area. Nature reserve gate. Put poster boards by side entrance.. Polytunnel plastic requires repair.

H&S Update

Rat poison has been found on one of the site tracks. Please be aware that rats sometimes drag the poison out of traps themselves. If any is spotted please don't touch and advise a Trustee ASAP.

Lettings Update

All plots been relet only 4 vacant.

Jim is also collating a list of contractors connected to the site so that we have useful contacts to go to for any specialist jobs.

AOB

Collective Sharehouse foodbank

With rhubarb already growing well, please can you put your excess in the labelled filing cabinet under the verandah table next to the shop. Also, any groceries, tins, dry goods etc are also always welcomed. We do a weekly delivery on Wednesdays.

Next Meetings – AGM 19/3/26; Trustee Meeting in person 13/4/26, at Bishopthorpe Sports & Social Club; Trustee meeting online May (date to be confirmed).

Finance Update Jan & Feb 2026

BAACIO Movements YR26 Actual			Estimated Cash Flow YE26	
Money	Starting	Current		
Bank	£15,875	£11,356	Starting Funds	£15,875
Cash	£25	£25	Income	£24,000
			Expenses	-£25,700
Income	£1,347		Closing Funds	£14,175
Expenses	£5,866		Reserves	-£8,000
Available funds	£11,381		Estimated Funds Avail	£6,175

BAACIO SUMMARY JAN 26 TO DEC 26				Budget 26
	Code	Receipts	Total	
	01	Rents	£ 599	£ 13,533
	02	Donations	£ 225	£ 619
	03	Fundraising & Awards	£ -	£ 980
	04	Shop Sales	£ 328	£ 6,270
	05	Plant Sales	£ -	£ 1,705
	06	Keys	£ 56	£ -
	07	Courses	£ 140	£ -
	08	Other	£ -	£ 1,000
	09	Deposit for Plots	£ -	
			£ 1,347	£ 24,107
	Code	Payment	Total	
ADMIN	07	1 - Admin & Office Cost	£ 85	£ 1,163
	17	1 - Deposit Plot Refunds	£ -	£ -
	09	1 - Meetings & AGM	£ 240	£ 100
	11	1 - Professional Fees	£ 350	£ 200
	12	1 - Rent Refunds	£ -	£ -
	18	1 - Website & Comms & Branding	£ 160	£ 200
STOCK	05	2 - Shop Stock	£ -	£ 6,208
	06	2 - Plant Stock	£ 26	£ 867
RUNNING COST	19	3 - Equipment	£ 320	£ 700
	01	3 - Insurance	£ 696	£ 1,130
	10	3 - Keys Refunds	£ -	£ -
	08	3 - Portaloo Costs	£ 353	£ 2,222
	16	3 - Refreshments	£ -	£ 210
	02	3 - Water charges	£ -	£ 1,130
SITE MGNT	14	4 - External Labour & Contractors	£ -	£ 250
	13	4 - Plot Repairs inc structure repairs	£ 3,256	£ 4,600
	04	4 - Site Maintenance & Repairs	£ 357	£ 5,650
	03	4 - Tree Management	£ -	£ 850
OTHER	15	5 - Other (prizes, insurance claim, bank charges)	£ 23	£ 191
			£ 5,866	£ 25,671