

DRAFT

Minutes 9 May 2019, Osney, St Thomas & New Botley Allotments Association committee

Attending: Cathy, Paul, Pól, Nick, Anne, Jude, Elizabeth, Sue

Apologies: Sheila, Phil, Verity, Janet

1. Introduction of new Committee members and election of officers

- Paul Robinson (TPM) was welcomed as a new committee member. Anne was elected as Chair. Anne, Nick and Sheila were elected as Trustees. Nick was elected as Association Secretary and Sheila elected as Treasurer.
- An inspector for the accounts is needed. **Action:** Sheila to identify and approach a suitable inspector. **Action:** Nick to hold an election of the accounts inspector, as stated in the rules.

2. Minutes 13 March agreed as accurate. **Action:** Nick to redact and post on the website.

Matters arising

- The proposal for 2019 publication to celebrate 100 years of Federation was considered and a decision made not to proceed, beyond the contribution already included in the ODFAA publication.
- All committee members have been asked to approach people willing to be co-opted – up to 3 can be added. New members might emerge from work party involvement or from being a part of the TPM management group. We are currently under-represented from BM and would benefit from adding new skills (for example, DIY skills, website management, availability during the week to liaise with Community Service). **Action:** Anne to generate a skills audit and identify possible gaps.

3. Financial report

- Nick presented an oral report because of family events which prevented the Treasurer from attending. Finances were described as 'healthy' and he reported receiving grants of:
 - £400 from Direct Services to buy hard-core for BM roads
 - £2,500 from Colin Cooke (via the City Council) and £421 from Susanna Pressel's community fund towards buying security fencing for TPM.
 - Further funds from both Colin and Susanna for the same were promised and hopefully pending. **Action:** Jude to see what progress there is with this remaining funding
- The Thames Water grant remains outstanding. **Action:** Anne and Nick to contact Thames Water directly. A final demand for rents has been received from the Council. **Action:** Sheila to ask the Council to invoice the Association as the usual Direct Debit system seems not to be working.
- We discussed how best to manage prior notice of expenditure. **Action:** Nick, Phil and Jude to develop a protocol, probably involving email authorisation from the Treasurer. Any expenditure over £100 should have agreement from 2 of the 3 trustees.

4. Report from BM:

- A tree recently fell, blocking the adjacent stream, which has prompted action by BM members and liaison with the Council on this tree and one other described as dangerous. Nick has started a BM Tree Survey and Site Asset Management Plan. **Action:** Nick.
- The polytunnel needs a fan powered with solar panels to better ventilate the space. **Action:** Nick to apply for funding from next round of allotment grants
- The site is in good order and 3.5 plots are unrented. It was recently visited by other allotment sites to inspect the water project.
- The first Summer BBQ is on 8 June and all committee members are welcome to attend.

5. Report from TPM:

- The TPM water project continues slowly, hampered by Health and Safety restrictions and inconsistent attendance by the Community Service teams. Various options for moving the project forward were discussed, such as involving students from Oxpens. **Action:** Nick and Pete to commission a block builder to complete the platforms. **Action:** Nick and Phil to connect the new trough on TPM.
- Incursions through the back fence continue, including several dozen shed break-ins in one night and the theft of a complete shed involving cutting the security fencing. Gus and Jude continue to patch holes and watch for

new access evidence. The local Community Police officer visited the site and recommended not keeping valuables, expecting further attempts to steal saleable items, and placement of signs stating that the TPM site and Tumbling Bay are under observation. **Action:** Jude to liaise with Community Policing about posting signs. **Action:** Jude and Gus to pursue funding for fencing with Colin Cook. The Council has offered advice with installation, once we have the materials.

- The Environment Agency continues to discuss and delegate issues linked to pollarding trees on the river boundary. A river inspection by the EA is scheduled for late May and the City Council tree officer, Matt Beckley, has said he will inform TPM about the results and decisions on responsibility.
- The site asset management plan with responsibilities linked to roles rather than named people is on-going **Action:** Anne.
- There are 4 or 5 half plots and 1 full plot vacant. Requests for plots continue at about one per week. An inspection for cultivation was done in April and letters will go out in May to the 14 or so abandoned plots, taking them back for clearance and re-rental. **Action:** Jude.

6. AGM feedback

- The AGM agreed to the TPM plan to organise work parties from September 2019. The TPM management group will work out how these will be organised. **Action:** TPM management group
- Following discussion, it was agreed not to replace shop stock using peat. **Action:** Nick and Cathy to discuss the issues with Felicity. Cathy to investigate using Morland Gold in pallet-sized orders. **Action:** Paul to investigate getting ahold of bulk deliveries of compost from Agrivert in Wallingford. **Action:** Cathy to send out an email to all members encouraging buying of the many plants in stock.
- A discussion on glyphosate use reached no conclusions. **Action:** Nick to generate a paper setting out rules for use and on selling glyphosate in the shop. **Action:** Nick and Jude to add discussion of this paper to the agenda for the next meeting
- Nick has made the necessary rule changes to ensure dates and actions linked with the AGM are consistent. **Action:** Nick to deliver copies of the revised rules to the shop. **Action:** Elizabeth to send copies of the proposed new welcome letter to Nick to print and stock in the shop.
- A date for the 2020 AGM needs to be identified and fixed to ensure a WOCA booking. **Action:** Nick to send a Doodle poll to identify dates, avoiding Easter and school holidays.

7. AOB

- **Action:** Elizabeth to take on the role of minute-taker in committee meetings from Jude.
- A Bee Friendly event at St Freideswide church will happen on 15 June 2019 and will involve some visits to TPM by relevant scientists, with TPM oversight.
- **Action:** Jude and Nick to agree meeting dates for 2019
- Date and place of next meeting: **Action:** Nick to do a Doodle poll, looking for dates in early July. The venue will be the shop.