

## Minutes: Osney, St Thomas & New Botley Allotments Association committee

13 March 2019

**Attending:** Sue, Pól, Jude, Anne, Sheila, Nick

**Apologies:** Cathy, Phil, Janet

### 1. Minutes of 23 January declared accurate.

Action: Nick to redact as necessary and post on the website. **Completed**

### 2. Matters arising:

- The **Asset Management plan** for TPM needs editing to ensure it includes only the cost of repairs and replacement of current assets and not include activities / assets we would like to do in future. Action: Anne to complete and circulate.

### 3. TPM Update

- **Tree survey and management:** The TPM management group is negotiating with plot holders for 2 trees within plot boundaries to be removed and/or pollarded. Three which contravene the rules have been removed from plots since December 2018. Several trees on Tumbling Bay (identified in the December tree survey as problematic), have been removed by the EA as part of their work on the fish pass. The same survey identified many problematic Thames-side trees. In March 2019, the EA contacted Nick as Association Secretary about removal of any willows which are obstructing river traffic. Action: Jude to liaise with the EA and work to ensure removal is not detrimental to TPM riverside plot holders.
- **Thames Water grant:** The final paperwork has been submitted but money has yet to be received. Pete, as project manager, has put out a call for people with carpentry skills to extend the roof surface and for someone to manage that aspect of the project. The committee will ask the water-harvesting project to hold off buying large-ticket items until the money has been received. Action: Jude to talk with Pete. Action: Nick and Phil to meet with Pete on design aspects.
- **Shop stock:** The aim is to offer items which are either not easy to buy in small quantities (for example, sturdy small pots) or which are bulky (for example, very wide groundcover fabric). One member has requested stocking only peat-free composts. Action: Cathy, Nick and Pól to meet and continue to discuss stocking options. Action: Nick to include discussion at the AGM on sustainability and environmental issues, including use of herbicides and pesticides. Action: Jude to ask the requesting member to create a discussion poster for the AGM.
- **Bee project:** Anne has created a sample 'bee hotel' from drain pipe and bamboo; Susanna has said she is willing to contribute to the cost of making others, probably using weekly Community Service people. Action: Cathy to add this to the work sheet.
- **New water trough on the middle lane:** Now that we understand how troughs are connected, it is best to plumb the new trough in via a 50-metre trench to the appropriate trough. Action: Cathy to check this with Pete and add digging the trench to the work list. Action: Jude to alert Nick and Phil to when the trough + piping is in place and they will plumb it in.
- **Fencing along the Tumbling Bay border:** Several issues are still to be resolved. Local councilors have offered funding (£3500 from Colin Cook from the 2018/19 budget and £1000 from Susanna on the 2019/20 budget). No large purchases can be made until this money has been received – probably by June 2019. Action: Jude to ask Gus to continue to liaise with Colin; Jude to complete and submit an application to Susanna. Once panels are on site, we can organize their installation but a TPM member who might have done the work on commission is no longer fit to do so. Action: Jude to discuss with Phil about possibly 'sharing' the Saturday BM 'Payback' workers to install panels in stages, when this becomes possible.

### 4. BM update

- Obituaries for three longstanding members are being drafted and once complete, will go onto the website. Action: Nick and Pól.
- The site asset management plan and the BM tree survey are in progress Action: Nick.
- The communal polytunnel has let five of the available areas, with the money being kept to fund future renewal of the cover.

## 5. Planning for the AGM

- The AGM is booked for 25 April, with a 7:00 start in the Mary Townsend room for socialising and interactive discussion. We decided not to send AGM notifications by post to those without email. **Action:** Nick to change the rules which currently state turn-around times and notification deadlines that are incompatible.
- Nick submitted a schedule for preparatory work:
  - 21 March: Paperwork complete and circulated to the committee  
**Action:** Nick **Completed** – draft paperwork circulated
  - 28 March: Notices up on both sites' noticeboards.  
**Action:** Nick and Jude. **Completed** – notices are up
  - 28 March: Paperwork out to members (email)  
**Action:** Nick
  - 4 April: Paperwork out to members by post / by hand  
**Action:** Nick and Jude
  - 11 April: Committee nominations returned to Association Secretary  
**Action:** all
  - 18 April: Circulate contested nominations to the membership  
**Action:** Nick
- At the meeting, the paper on deposit schemes and work parties on TPM will be proposed and discussed.  
**Action:** Anne has produced a paper to go out ahead of the AGM – Anne & Jude to present AGM agenda item as this only applies to TPM.
- Nominations for those willing to stand for committee posts and named roles (Secretary, Treasurer) need to be completed and submitted to the Association Secretary by 11 April. **Action:** Jude to check that current TPM members are willing to stand.
- **Action:** Sheila to do a draft account and circulate to the committee in time for comment before the AGM presentation.
- Four pre-AGM discussion topics were identified, each requiring a poster:
  1. Shop developments **Action:** Cathy and Nick
  2. The TPM water-harvesting project: progress and requests for more volunteers **Action:** Nick using material from Peter
  3. Website developments **Action:** Nick
  4. Sustainability and environmental issues on site and in the shop. **Action:** Jude
- The ODDFA ('The Fed') has centenary celebrations in 2019, including 'best plot' competitions. Nominations need to be in June, so selection of candidate plots will need attention soon after the AGM. **Action:** Nick to check if nominations per site are acceptable, as we are the only multi-site association. **Completed** – checked and yes nominations can go in from each site. **Action:** Nick to email criteria and categories to the committee. **Completed** **Action:** Nick to introduce the competition at the AGM.

## 6. AOB

- The BM BBQ will be on 8 June. All committee members welcome.
- **Action:** Elizabeth to consider how TPM can plan a similar event.
- **Next meeting:** Nick to do a Doodle poll to find a suitable date after the AGM. **Completed** – next meeting is at WOCA on Thursday May 9<sup>th</sup> at 7.00pm. **Action:** Jude to book one of the WOCA seminar rooms