

Minutes 21 July 2020 Osney, St Thomas & New Botley Allotments Association Committee (Held using Zoom)

Attending:

Nick Jackson (Secretary, Acting Chair)
Jude Carroll (TPM)
Verity Wilson (TPM)

Cathy Stewart (Treasurer)
Paul Robinson (TPM)

Pól Ó Ceallaigh (BM)
Sue Spencer-Longhurst (TPM)

Apologies:

Sheila Parry (TPM)

Anne James (TPM, Committee Chair)

Previous actions:

• Post redacted minutes on the website	Nick	Completed
• Plan for TPM trees – person near proposed work has objected. Needs investigating	Jude & Paul	Ongoing
• Dispose of remaining shop stocks of Glyphosate to Botley Meadow.	Cathy & Nick	Completed
• Discuss offline as to how to handle changeover of Treasurer role	Nick & Phil	Overtaken
• Castle Water – water bill increasing. Investigate and challenge	Phil	Nick – ongoing
• Investigate complaint from neighbours about bonfires	Nick & Phil	Completed
• Raise issue of allotment 'catchment areas' at next ODFAA committee	Nick	Ongoing
• Obtain a map that gives post code breakdown of streets beyond 'OX2' level	Pól	Completed
• Put something on website to advise members who are thinking of putting up sheds	Nick	Ongoing
• Discuss with Gus regarding advice provided to new starters thinking of putting up shed	Jude	Completed
• Search on other Association websites to see what sort of advice is provided	Phil	Nick – ongoing
• Oxford Volunteer Hub – put on website and encourage any relevant members to proceed	Nick	Completed

Matters arising:

- **Minutes of 30 April 2020** declared accurate. **Action:** Nick to post redacted version on the website
- Oxford Hub volunteers and senior school students – both have helped out on TPM and have been very useful.

Financial report (Nick):

- No significant outgoings. A couple of members still haven't been reimbursed
- Phil has reluctantly had to stand down from the committee and as such is unable to take over the role of Treasurer. Cathy volunteered to take this on in the short term with a view to revisiting this later in the year. **Action:** Cathy and Nick to discuss how to take this forward offline. **Action:** All to send thanks/comments via email to Nick to collate and send on to Phil – thanking him for his considerable service over the years
- Nick Jackson will act as Association Chair in order to open the new bank account.
- Latest communication from Castle Water – water bill increasing. **Action:** Nick to investigate and challenge. For info – other Associations have swapped to alternative water providers
- Twenty Pound committee members felt they needed to discuss how roles/duties are shared out. Suggest that the committee revisit this after the rent renewal in September
- Lockdown has released a lot of people on TPM that have become much more engaged with the Association – lots of people involved in the TPM WhatsApp group.
- Tree work that still needs doing – roughly £1000 worth. The committee already agreed this should happen but reconfirmed agreement at this meeting.
- TPM aged lawnmowers almost giving up the ghost so will need some financial consideration. No communal equipment being lent out currently due to COVID-19.
- Mark Gower has taken over water project and will have some additional expenses

Report from BM:

- We are now full and have a short waiting list. Will be carrying out plot inspection in the next month or so – a couple of plots that may become available
- Plots are offered on a first come – first served. All those on the waiting list are very local so the catchment issue hasn't come up
- **Action:** Nick and Pól to consider possible committee members

Report from TPM:

- **Rats:** advice received that there is nothing we can do so long as people add food waste to their compost bins. Also immediately adjacent to water so we will always have rats.
- **Occupancy & Renewal:** 15 people on waiting list (some from Summertown which is a problem). Plot inspection soon and will write to relevant members holding 12 – 15 plots, asking for their intentions. If current allotment popularity continues then there will be a problem. Jude planning to write a formal set of criteria for accepting new members onto the waiting list. TPM only rent half plots now.
- **Trees:** two huge willows have fallen – ODS will remove the ones in the river and possibly one other. Still two others that need removing by us.
- **Water Project:** Mark Gower has done a spectacular analysis of how much water is being used where and when. New water trough has been installed. Mark is one the case ...
- **Security:** currently a nightmare. 8 break-ins recently.
 - TPM security sub-group has produced a really good summary (NJ has since circulated to committee).
 - Suggestion that the padlocks be replaced by in-gate keypad locks. It was agreed that we would proceed in two stages – firstly to replace the gate locks, fit dropping dead-bolts, and deploy the anti-climb paint as suggested in the report.
 - We will wait to see whether this has the desired effect before we reconsider the further suggestions of security lights etc. at committee later in the year
 - Need to make sure that the numbers on the keypad are durable (preferably indented).
 - **Action:** Jude/Cathy to feed back committee agreement to the TPM group and ask them to engage a reputable locksmith to install the locks etc.
- **Bonfire and waste:** beginning to be pressure from members. Huge pile of stuff developing. The committee agreed that the ban on bonfires will continue until later in the year when the weather cools. Nick reminded the committee that OCC has not banned bonfires but has asked ODFAA to instruct member associations not to have bonfires and ODFAA has done so. Jude reported that a chipper is expected on TPM soon to deal with some of the accumulating stuff.
- **Markus and children:**
 - We did tell him that we would discuss his case at this committee meeting – not to reconsider the ban but to discuss the desired behaviour agreement we wish him to sign in September at rent renewal.
 - The children are banned until he signs the agreement.
 - **Action:** Jude/Cathy to ask TPM group to draw up the agreement and circulate to committee for comment, and for Nick to send to Markus (probably mid-August).
 - **Action:** Cathy to look on some of the Facebook groups to see if there are previous similar instances

Rent renewal procedure for September:

- Do it outside using the Event Shelters – one for BM and one for TPM.
- Will only take payment using contactless card reader
- Two metre distancing where possible

- Committee reconfirmed we will not accept online bank transfers as these are difficult to attribute on bank statements and turning up in person is the only opportunity we have to address issues with members face to face.
- Cheques sent to the Secretary, Treasurer or left in the Shop letterbox will not be accepted unless previously agreed by communication directly with the Secretary – and then only in very exceptional circumstances
- **Action:** Nick/Pól to think about necessary screens/PPE measures
- **Action:** Nick and Jude to discuss and finalise member/plot renewal lists
- **Action:** Nick to send Doodle poll out to committee for rota
- **Action:** Nick to send out advance notice email to members outlining the procedures

AOB

- Committee numbers are dwindling. Now is probably a good time to recruit as people have become more involved with their plots and the association. They may be more willing to give up an hour every couple of months for a short Zoom committee meeting. **Action:** all to consider possible new members.

Next Meeting

- Zoom meetings seem to be working well for the moment
- **Action:** Nick to send out Doodle poll for date of next meeting – Mid-August to plan for rent renewal

Signed:



Dr Nick Jackson
OSTNB Allotment Association Secretary and acting Chair

Date: 22 July 2020