

Witney Allotment Association

Minutes of meeting March 15th 2017

Members Present		Chair: Mary Killick, Vice chair: Geoff Branner, Treasurer: Margaret Eadle, Claire Johnson, Barry Fenton, Lynne Berry, Dave Barber, , Tim Brown	
	Agenda	Notes	Action and by whom
1	Apologies	Row Martin, Val Fisher, Dave Mace	
2	Minutes of previous meeting with matters arising	<p>Agreed and signed</p> <p>Matters arising from minutes:</p> <p>Site wardens job description still not available</p> <p>Need to go back to John Hickman re HR path</p> <p>Letter not sent out to CJ/RP</p> <p>L-New tenants shown plots but have not taken up</p> <p>N-Trees cut down, new fencing and new hedges at new adjoining property. Money given for water to water in new hedges.</p> <p>Payment appreciated by committee.</p> <p>Skips to arrive March 24th.</p> <p>LB- To update tenancy list. MK to provide addresses</p> <p>GB- To get green manure seeds for 3 acres. DB/GB to prepare bags for AGM</p> <p>DB to investigate renewing website.</p>	<p>GB/RM</p> <p>LB</p> <p>DB/GB</p> <p>DB</p>
3	Treasurer's report	<p>£6,240 current balance.</p> <p>Finance sub committee to be set up before AGM. ME/GB/BF/TB</p> <p>First meeting on</p>	
4	Waiting list and availability	<p>Half plot at HR</p> <p>L-2 full plots available</p> <p>N-21b</p> <p>Lists to be dated</p> <p>Currently taking one from top of list. Some seeing plot and then turning them down. Should they go then to bottom of list? LB holds several lists of tenants and waiting lists etc. LB to send tenancy agreements once a plot has been taken up. Records to be kept on encrypted memory stick.</p> <p>Volunteer has spoken to LB about doing holiday cover on allotments.</p>	LB
5	Weed watch reports from site reps/site concern	<p>HR- Complaints people climbing wall and crossing site. Fence requested. Letter to be sent to JH. Request that we arrange contractors to erect fence and council pay.</p> <p>L- Nobody wanting to take up full plots. Should we split more plots? Suggested that plots be divided using less solid divider</p> <p>L-Ballcock on water trough leaking.</p> <p>N- Nothing to report. New code</p>	MK
6	A.O.B	<p>Concern about money: outgoings could be exceeding incomings. Should we be offering reduced rent to pensioners? Matter to be discussed by finance sub-committee possibly for new tenants.</p> <p>Also to discuss water payments. Job seekers should remain half</p>	

		<p>price. Amendment to be made to AGM minutes re costs of half plot.</p> <p>Newsletter- To add note stating that payment for annual rent accepted with the signing of the new tenancy agreement.</p> <p>Reminder in newsletter regarding the requirement to keep plots tidy and cultivated.</p>	
		<p>Meeting finished 9pm</p> <p>Next Meeting. April 26th 2017 Geoff's house</p> <p>AGM-Wednesday 3rd May 2017</p>	