<u>Witney Allotment Association</u> <u>Minutes of meeting held on: 11th April 2018 GB House.</u>

Members present		Chair: Geoff Branner / Vice-Chair Lynne Berry / Treasurer: Margaret Eadle / Secretary: Row Martin Barry Fenton, Dave Barber Claire Johnson Ali Proudlove Tim	
	Agenda	Brown Notes	Action and by whom
1	Apologies	Val Fisher	
2	Minutes of previous meeting with Matters Arising.	 Agreed and signed. Lease Renewal – still waiting from TC. Despite asking for it. Ran out 31st March 2017. Site wardens to contact sec./ Site reps will respond. 	DB
3	Weed Watch Site Reports from site reps/site concerns.	 May/July/September (Yearly weed watch-last week to judge for best kept allotment) Google drive to hold pictures of all sites. N - Plot 23b needs clearing so that it can be re let. Shed needs clearing. Personal belongings are still on the site – letters have been sent to him. BF will be clearing the plot asap. LS - Water troughs are falling apart – water is still off until the pipes are fixed. New water meter was fitted by Castle Water 16.3.18. Lakeside manager was asked to turn the water off in October. DM turned the water off in February. Concrete troughs will be replaced by galvanised metal ones when and as needed on all sites. HR - No issues at present plot 32a to be kept an eye on. 	BF
4	Treasurer's Report	 Balance - £6542.91 to date. Finance committee - allocated of budget agreed. Castle water causing problems re lakeside after requesting new statements - metre readings have been given. Up dated statement and nothing taken from March. ME requested quarterly bills. DB suggested we go to the offices. TB suggested we contact the Water ombudsman. Bills are not understood or the amount the bill will be yearly. ME not sure at present how they are charging - monthly/yearly/quarterly. Newland BF - questioning the usage of water as the bill is £224 for a month. 	GF/ME

		 NAA insurance - spreadsheet of all tenants individuals will be covered (Data protection 	
		issues) Committee decided not to share the	
		names and addresses of all tenants.	
		FINANCE COMMITTEE	
		Community Plots – Lakeside several were	
		interested and we can provide the finance	
		but we need plot holders to make the move.	
		To be put at the AGM.	
		• 2018 rents stay the same as agreed by the	
		financial committee. Finance committee	
		agreed not to charge for water this year but	
		depending on the waste at Lakeside.	
		Key deposits Lakeside - New combination	DB
		and key safe for toilet and gate to prevent	
		keys needing deposits.	
		 BUDGET 2018/19 – meeting cost £10 donation 	
		for those who host the meetings.	
		Sec/Waiting list laptop – agreed to buy a WAA	
		computer and hard drive re data protection.	DB
		DB to look into options. RM to take over the	
		waiting list when laptop purchased.	
		• Site wardens – rent plot for free – what can we	
		expect for the post.	
		* Reporting issues, changing key numbers,	
		metre readings, turning water on and off. Off Bonfire Night – on Good Friday.	
5	Waiting List	 45 on the waiting list at present. 	
5	and	 RM to take over the waiting list – LB to send 	
	availability	out emails to all tenants before RM takes it	
	a vanability	over.	
8	A.O.B	 Letter of complaint re concessions – RM will 	RM
		respond with the committee discussion.	
		 Present for website – PD – Garden voucher. 	RM/MB
		 Curbridge Road Allotments – committee note 	
1		the request that TC may add to the WAA	
		lease when appropriate.	
		Huge Thanks to DB/RB for organising the WAA	
		talk.	
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Meeting closed at 9.00 pm.
Finance Committee: TBA
Next Meeting: AGM