

Witney Allotment Association

Minutes of meeting held on: 27.2.19.

Members present		Chair: Geoff Branner / Vice-Chair Lynne Berry / Treasurer: Margaret Eadle / Secretary: Clare Johnson Barry Fenton, Dave Barber	
	Agenda	Notes	Action and by whom
1	Apologies	Tim Brown	
2	Minutes of previous meeting with Matters Arising.	Not Agreed or signed. <ul style="list-style-type: none"> Unavailable to see this evening. 	
6	Weed Watch Site Reports from site reps/site concerns.	<p>N – 2 available plots for new tenants. RM to look at reallocating. Communal area is cleared and hedge has been exposed so people are getting through the hedge and walking through the allotments. WAA will pay to put up a chain link fence to prevent this. Tenants have been made aware of the compost toilet location in the area. Castle water reading the metre – troughs and water been switched off for the session. BF took a reading – will check it before he switches the water back on.</p> <p>LS – Tenant mentioned about silver birch tree and parking area has some issues. Discussion of replace with fruit trees on council recommendation. Troughs all painted green to make obvious. Request for water to be turned on. ME to contact DM. RM to check emails are getting through to secretary as some tenants have said they have sent emails and phone calls and getting no reply. AGM to have combination lock fitted and no more padlocks and keys (deposits)</p> <p>HR - Number of plots available. Reallocated some plots. - Weed watch letter to 32b – clumps of grass and rubbish. Main gate fell over so council are going to replace it with a contribution from WAA of £300</p>	<p>RM</p> <p>CJ</p> <p>BF</p> <p>DB</p> <p>MK</p> <p>RM</p>

	Treasurer's Report	<ul style="list-style-type: none"> Balance – £7997.31 to date. Someone has paid £10 from lakeside into the bank possible payment for Chicken pellets 	GB
8	Forthcoming AGM matters	<ul style="list-style-type: none"> Tenancy agreement changes proposed – 3.2 Tenancies may be held jointly with relatives of first degree. 8.1.5 Tenancy of allotment should terminate – additional late payment fee. See separate notes to add re days after the receipt of the letter. <p>*Committee to meet before 40 days to see who has not paid.</p>	
9	Disputes Panel	<ul style="list-style-type: none"> Letter has been received by panel. Inform of findings of the disputes committee to tenant and include comments. 	GB
10	Applications for tenancy transfers	<ul style="list-style-type: none"> Application transfer has been received for HR. Tenant has been offered half a plot and he declined. Write info on website to state the rules of transfer. 	
11	Waiting List and availability	<ul style="list-style-type: none"> AGM and new tenants letter to go out to inform tenants that their records will be shared for the administration purposes within the committee. ICT problems and so not up to date. New tablet to be purchased for emails and website. RM plot number and name for every committee meeting. 	DB RM
12	Feedback on proposed allotments	<ul style="list-style-type: none"> GB met JH and proposed Curbridge Community allotments and disabled parking and plots. Animal prevention fencing suggested and maintained. Parking in the middle suggested Sheds on each plot was suggested by TC. Paths down the plots – parking places outside Water troughs to be placed. 	
	Officer nominations	<p>New treasurer needed after AGM. Chair standing down as chair for next year. New secretary needed after AGM. Possible rotation of charring meeting.</p>	

8	A.O.B	<p>Medals – look at new tenants and who should have a recognition. All site reps to contact GB with list. New phone and tablet to be bought.</p> <p>Witney in Bloom suggested that we take part. Attending WIB meetings. RM volunteered. AGM Witney bowls club – 3rd April – BB to confirm.</p> <p>Meeting closed at 9.25 pm.</p>	<p>DB</p> <p>BB</p>	
		<p>Next Meeting: Thursday 28th March – meeting MK house. 7.30.</p>		