

Witney Allotment Association(WAA) - Minutes of meeting held on 09 December, 2020 (Via Video Conference)			
Members present		Chair: Mary, Treasurer: Rachel, Vice-Chair: Lynne, Committee: Brian, Barrie, Bob, Barry, David	
	Agenda	Notes	Action
41	Apologies		
42	Minutes of the last meeting	The minutes of the previous meeting were agreed.	
43	Matters Arising		
	4c (11/09/2019)	The WAA lease agreement with WTC is now pending new T&C relating to Windrush place and other site specific conditions to be included in a new lease – A copy of the current T&C has been sent to WTC/John Hickman for revision suggestions and where any changes might impact current sites agreement at the next AGM.	WTC, - - -
	13a, 13b (06/11/2019)	As Rachel is now treasurer there is a need to appoint a new auditor of accounts	Rachel has had the account audited as required.
	12 (06/11/2019)	The committee and tenants, via the secretary, can submit material for the Website to keep it alive. AGM details, site reps and other vital information are sent to Paul to publicise on the website via the Secretary	-Mary has posted the Autumn newsletter to the website Will put on Notice boards as well -Committee to consider other web material
	30 (29/10/2020)	Windrush Place rents have not yet been set and it has been noted that these will be initially set be the committee in line with other plot rents and any subsequent changes with be brought to the AGM.	-WP rents to be set
	31 (29/10/2020)	Lakeside hedges need cutting and WTC will do this work now the funding has been approved by the relevant WTC committee.	-WTC, to be done by Feb1st
	38a – WP Site plan	Barry to update website with Site plan showing plot numbering when this is confirmed and other WP information	- Draft for Website prepared
	38b – Allocation of plots	Lynne to send Barry a list of the first tranche of waiting list to make initial contact	- 1 st and 2 nd tranche of waiting list now contacted
	38c – WP site facilities	Confirm provision of site shed Plot sheds Water Butts Provision of toilet Positioning of Water troughs	-
44		Further to point 39 (11/11/2020) Barry has volunteered to act as interim Chair until a new chair can be elected by	-

		the WAA at the AGM. The committee unanimously agreed that Barry should be interim/acting Chair.	
45	Sites Report		
	37 - H	3 tenants have been given notice subject to improved cultivation.	
	31 - N	No issues to report	
	31 - L	No issues to report. New site rep required.	Action David and Mary
46	Windrush Place Site Development	<p>Barry has continued liaising with the town council and the development consortium regarding the development of the Windrush Place site. Barry gave an update of status to date:</p> <p>It is likely that the plots will be ready to be rentable in April.</p> <p>Fencing to prevent pest invasion (rabbits) will be installed soon</p> <p>Barry will investigate the existence of any covenants that are applicable to the Windrush Place housing site (eg conformity of door colour etc) that may be applicable to Plot tenants.</p> <p>Esther Leach will also be co-opted to the committee, primarily to assist with WP issues.</p> <p>The plots sizes at WP lend themselves to Large and Small and not the nomenclature of Full and half as used at other sites</p>	
47	Rents for 2022 and for new WP site plots in 2021	<p>Rachel has suggested that the current state of finances indicate that rents can reasonably remain at current rates for 2022. This was agreed by the committee. No new rent changes will be put to the AGM in 2021.</p> <p>Rachel had also prepared a suggested rate schedule for Windrush place based on the rents at other sites. No discussion was agreed on WP plot rates.</p>	All committee to further consider rent for WP plots rents before Christmas.
48	Next Meeting	20 January – via Teams	