

Minutes of the Witney Allotment Association meeting 17th February 2021 held by Teams

Members present: Rachel, Barry, David, Lynne, Brian, Barrie, Kate,

Item	Topic	Actions
1.	Apologies	None
2.	Minutes of last meeting	Accepted
3.	Matters arising	None
4.	Treasurers Report Accounts not yet completed, but an auditor appointed. Paperwork still to be completed for sign off of previous signatories	RB.
5.	Waiting Lists and available plots Waiting list 182, still including Windrush Place until places given – over subscribed	LB
6.	<p>Site Reps reports</p> <p>HR – 34a requested by plot holder of 6a (both half plots) request declined and to be offered to someone on waiting list; if a full plot becomes available and she would like to give up her half plot, she will be given consideration. BB walked around, no issues with further damage, 8 or 9 people really working the plot. Three plots have had warning letters; weed letter likely to further three plot holders. BB offers to give out catalogues and discount cards for allotment holders plus letter to introduce himself. KJA to liaise.</p> <p>Lakeside – flooding problems again 4 since August – tenants are unhappy, lots of chatter on Facebook. BJ contact with WTC John Hickman not sure how to solve the problem; WTC has redundancy issues. DB suggested legal advice as we have a responsibility towards our tenants.</p> <p>Newlands – No issues with any plots – in dialogue with WGS about overhanging trees waiting for contractors. Met with John Hickman about hedge, contractors will be in touch to cut; shed request at Newland and Windrush Place – decision due 8th March. Lead in time 'til May. Cost £750 each paid for by WTC.</p> <p>Windrush Place – all plots are in place. Tenancy agreements to be sent out as soon plot numbers identified – payment due by 10th April – account details on website and to go out into Spring newsletter</p>	<p>BB/KJA</p> <p>BJ planning plot allocation with Town Clerk</p> <p>BJ to write Spring newsletter including account details, plot rents, committee members, news ref AGM and contact details for site reps</p>

7.	<p>Items for discussion</p> <p>a). WTC Fence for HR is ongoing Composting for Lakeside is going to committee for 8th March Lakeside – tree cutting and hedge cutting to be investigated by Site Rep. Concern from WTC about tyres on plots – responsibility of WAA to remove them – site rep to investigate</p> <p>b). TORS for each role Discussion of Site reps and warden TORs – some adjustments to wording ref communication</p> <p>c). Skip request for Hailey Road £200-300 – accepted. As a one off (end of March beginning of April) this is a good plan, but not necessarily able to offer for all sites every year. Suggested Skips go onto agenda for future discussion.</p>	<p>KJA/BJ</p> <p>BB</p>
8.	<p>Any other Business – agreed dates for weed watch Site reps review plots three times during growing season, to assess if weed letters need to go out: May, July and September. Dates need to be published to tenants: 10th May, 12th July and 13th September. Site reps to judge; photos need to be taken. Letters need to be seen and discussed at next meeting. Website needs updating so that Committee members are named and contactable, plus contact arrangements for each site rep as they are comfortable (post box, email, address etc)</p> <p>Thanks to Mary Killick –BJ to write letter – KJA to get card and gift – BJ to deliver</p>	<p>KJA to find weed letters and distribute</p> <p>KJA to purchase M and S gift card for Mary</p> <p>KJA/BJ</p>
9.	<p>Date of next meeting 17th March and then every third Weds during growing season, up to and including September</p>	<p>BJ</p>