

29th August 2021

Minutes of a meeting of the Witney Allotments Association (WAA) Committee held on 26th August 2021 at 7:30pm at Barry Jessel's house and over zoom.

Item	Discussion	Actor
1	Apologies Esther Leach, Bob Bateman, Diane Newsham	Chairman
2	Minutes of the last meeting Minutes were accepted by all committee as a true copy of the last meeting.	Chairman
3	Matters arising Shed at Newland – delivered and erected, awaiting floor as was missed from shipment; WTC are ordering a new floor. HR- Bark chippings – all delivered	Chairman
4	Treasurers Report The fund maintains a healthy balance; it was noted that water rent is still to be paid. 53 out of 55 tenants paid up at WP AGM - discussion for the AGM regarding capital.	RB
5	Waiting list and available plots There are currently 190 people on the waiting list. The majority of people on the list are keen to obtain plots on Newland and Hailey Road sites. WTC are keen to find a new site. Action BJ will take this up with the WTC.	LB
6	Site Reps Reports a. Hailey Road – BB Got bark chippings delivered Rubbish has been cleared from communal area Fence awaiting delivery, earliest 31 st August, no info about gate or lock? Action BB Two tenants have started to clear their plots of excessive rubbish, but still have a significant way to go to restore their plots to an acceptable standard in accordance with WAA T&Cs. The situation is being closely monitored. b. Lakeside – DB Tenants at Lakeside have volunteered and repaired the toilet and ballcocks on the water troughs. Action DB to test toilet A wasp nest problem still remains c. Newlands – BF Rats from plot seen going to nearby house. Action BF to send plot owners details to Chairman Source fencing for bottom end of plot to stop deer getting in. Action AC and BF to get quote to RB d. Windrush Place -BJ Up and running, 40 turned up for first briefing on Sat 7 th Aug, all tenants now briefed. 1 plot returned and is in the process of being re-let to a new tenant from the waiting list. A big well done from the rest of committee to BJ for making this happen.	Site Reps
7	Items for Discussion	As req'd

	<p>a. AGM Agenda BJ to send out separate e-mail for meeting on 1st September 7.30pm over zoom to discuss All site reps to advertise on notice boards about any discussion for the AGM. This has to be site related matters and forwarded to the secretary by 7th September</p> <p>b. NSALG engagement (difficult tenants) Extension to April under consideration, but continue to take periodic pictures and regular site visits and send to NSALG to capture cleaning up process.</p> <p>c. Buy digital blister key holder for new shed at Newlands, fix on back of notice board. Also contact Asgard as to how much for a spare key Action BF to get quote for both and send to RB</p> <p>d. LK Plot 4, tenant told to get on and work the land, looks like a few items taken by mistake from plot?</p> <p>e. LK Plot 59 and WP plot 47, pest control costs: £75 for first visit £60 thereafter. DB has wasps nest on own plot, will buy powder and try to remove himself. Future nests to be removed by tenants if on their plot under their own expense.</p> <p>f. AC address change for seed catalogue distribution etc , in progress by Mr Amos</p>	
8	<p>Structure Applications Any structure 2.5mtr by 2mtr committee can vote on and sanction, anything bigger requires WTC approval. WP Plot 46, shed 2 x 2.5, voted ok WP Plot 3, poly tunnel 2 x 4, send to council for approval WP Plot 4, upright growing framework, already erected, committee agreed ok WP Plot 42, poly tunnel, 3 x 3, send to council for approval WP Plot 41, greenhouse 2 x 3, voted ok WP Plot 36, 3 x 2 x 2 poly tunnel, send to council for approval Action BJ to send in to WTC.</p>	BJ
9	<p>Any Other Business BF- raised about late payments again– Action BJ to chase people with late payment letters BB- lawnmower needs replacing, Action BB to get quotes and send to RB Action BJ to engage council to discuss obtaining ASGARD sheds for HR and LK – to be match funded by WAA 50/50 if WTC will agree. LB- stepping down from committee after upcoming AGM. BJ- expenses for setting up WP, send over to RB</p>	As req'd.
10	<p>Date of Next Meeting. Wednesday 1st September 7:30, Zoom meeting to discuss AGM agenda AGM 21st September 2021 at the Bowls club, the Leys, Witney. 7:00pm</p>	Chair

B Jessel

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Co-Opted Chairman of the Witney Allotments Association (WAA)