

26<sup>th</sup> September 2023

**Minutes of a meeting of the Witney Allotments Association (WAA) Committee to held on 25<sup>th</sup> September 2023 at 6:30pm Diane's house.**

Item	Discussion	Actor
1	Apologies: Brian Bloomfield, Rosie Trinder, Tanya Mulhaine-Allen	
2	Minutes of the last meeting The minutes of the last meeting held on 17 <sup>th</sup> August were accepted as a true record of the meeting.	
3	Matters arising Following an update from PL, it was agreed that the WAA had exhausted all avenues trying to change the OCC decision on the parking lay-by at Windrush Place.	
4	Treasurers Report PL will liaise with TA as to progress made with accounts.	PL / TA
5	Waiting list and available plots There are currently 231 names on the waiting list and EL is advising applicants that they face a four to five year wait.	
6	<p>Site Reps Reports</p> <p>a. Hailey Road – BB Security of the site is still an issue with a number of tenants as we are still waiting for a lock of any description to be fitted to the double gate at the Eastfield Road entry to the site. In addition, the single pedestrian gate will not close without having to input the code – the bolt will not slide back as it appears the gate has dropped on its hinges. Despite numerous requests to WTC, they are yet to change the code to match the other gate entrance – can a further request be made to the council to address this issue please. A number of plots are now causing some concern to some adjoining plot holders due to weeds and general lack of work over the last 2 months. BB will attempt to contact the plot holders to find out reasons why. The plot holder requesting a move to Lakeside, still has work to do on his plot and items need to be removed. BJ to meet with BB and the plot holder to discuss.</p> <p>b. Lakeside - DB / MK One plot will soon be available as the tenant has been advised that they will be issued with a termination notice at the end of September. There has been an incursion of badgers to the site and plot holders have lost their crops of sweetcorn. MK reported that the communal plot has been cleared and tidied by</p>	<p>DN / RC</p> <p>BJ / BB</p>

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	<p>tenants and the committee expressed thanks to the tenants involved. An email is to be sent to all tenants reminding them of their responsibility to maintain the walkways by their plots and the availability of equipment that can be used by plot holders. DB advised that an unofficial walk way had been created through to the lane meaning that non-plot holders have access to the site.</p> <p>c. Newlands – RT  Unfortunately, a plot holder has had an altercation with a house owner adjacent to her plot. The plot holder was left shaken and very upset by the situation. RT had a meeting with the plot holder to discuss. The plot holder asked for the committee to be made aware of the issue as it has been happening for some time. BJ has spoken with RT and will offer further support going forward. RT will monitor the situation and has asked the plot holder to let her know if it happens again. The old gate was moved outside the site and has finally been collected.  The gate at Kingsfield Crescent still needs a striker plate fitted – RC to remind AW at WTC.  An email has been sent to plot holders asking them to keep pathways clear of obstacles and to trim overhanging trees etc once they have finished producing this season.  RC was asked to check with WTC if the new gate for the Madley Brook entrance will be fitted soon as it seems this is how people are getting on to the site, moving things around the allotment as well as smoking in polytunnels and sheds.  RC agreed to ask AW at WTC to arrange for the tops of the hedges around the site to be trimmed as they were not able to be done earlier due to it being nesting season.  RT is currently looking into purchasing some tree pruners for the communal shed for plot holders to use for the trees overhanging their plots.</p> <p>d. Windrush Place – BJ  Two plots are causing concern and they will be sent a warning letter.</p>	<p>RC</p> <p>RC</p>
7	<p>Items for discussion</p> <ol style="list-style-type: none"> <li>1. Request from Lakeside plot holder for an inventory of WAA equipment with a view to it being available to be borrowed by plot holders.  It was agreed that site reps will prepare an inventory of all equipment on sites to include in future minutes. All sites are now being provided with equipment for use by plot holders.</li> <li>2. AGM arrangements.  The 2024 AGM will be held on 10<sup>th</sup> April 2024 at 7.30pm at Witney Bowls Club.</li> <li>3. Plot fee increase.  The committee discussed an increase in plot fees to be proposed at the next AGM. It was agreed to arrange a separate meeting to discuss this once more information was available and other local</li> </ol>	<p>Site reps</p> <p>PL MK</p>

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	<p>allotment associations had been contacted for their current plot fees.</p> <p>4. Best plot judging for next year MK again shared with the committee the criteria that will be used to judge the Best Plot competition next year. The committee approved it and it will be sent to JC for inclusion in the September newsletter. This will mean that tenants who wish to be included in next year's judging have the information they need. MK to send to JC.</p>	MK
8.	<p>Structure Applications: Hailey Road Plot 7 – Shed 8' x 6' The application was approved – DN to advise tenant.</p>	DN
9	<p>Any Other Business Items reported to RC: - Hedge cutting at Newland promised for September by AW. Striker plate on new gate at Newland still outstanding. Update on fitting of new gate at Madley Brook side of Newland. DB asked if WTC could contact the landowner regarding cutting back the trees on the lane to Lakeside.</p> <p>RC update to the committee: - WTC have agreed to supply an Asgard shed to Lakeside to store the site equipment which will include a lawnmower to be supplied by WTC. The shed is already available and MK and DB will liaise with WTC to arrange its construction. Two benches are still available and RC will arrange for AW to have them delivered to Lakeside. The raised beds at Windrush Place have been given over to the Ice Centre in Witney and they have contacted RC to say that this has been a massive help to them and they would like to pass on their appreciation of the generosity and kindness of the WAA in allowing them to use the raised beds.</p>	MK / DB
10	<p>Date of Next Meeting The next meeting will be held at Barry's house on Monday 20<sup>th</sup> November at 6.30pm.</p>	

*B Jessel*

B Jessel

Chairman of the Witney Allotments Association (WAA)