

4th March 2024

Minutes for a meeting of the Witney Allotments Association (WAA) Committee held on 4th March at 6.30pm at Barry's house.

Item	Discussion	Actor
1	<p>Apologies: No apologies – all Management Committee present. Barry Jessel, Esther Leach, Brian Bloomfield, Mary Killick, Rosie Trinder, Peter Lismer, Richard Bourget, Diane Newsham</p>	Chairman
2	<p>Resignation of Treasurer The resignation of Tanya Mulhaine-Allen from her role as Treasurer has been received. The Management Committee expressed their thanks for her contributions to the WAA. Peter Lismer has kindly agreed to step into the role of acting Treasurer.</p>	
3	<p>Items for Discussion</p> <p>AGM preparation AGM preparation was delayed by a discussion about emails received from three tenants expressing concerns over the proposed Constitution and Tenancy Agreement which, as stated in November 2023 minutes, had been agreed in principle by the Committee and added to the WAA website to enable tenants to view the documents ahead of the proposed ratification at the upcoming AGM. In view of this, it was decided to cancel the AGM on 10th April and contact all tenants, via their site reps, to ask them to submit any suggestions or concerns to the Committee by 31st March. These would then be collated and discussed by the Committee. A Special General Meeting would then be held for tenants to attend and discuss the changes agreed. An updated draft would then be added to the website in preparation for ratification at a re-scheduled AGM. The existing Constitution and Tenancy Agreement is to be placed alongside the proposed documents to allow tenants to view both versions and to make comments as they consider appropriate.</p>	DN
4	<p>Structure Applications: Plot 21B Lakeside – Greenhouse 2.4m x 1.8m approved - DN to advise tenant. Plot 39A Hailey Road – 6m x 3m structure referred to WTC who were happy for WAA committee to make final decision. Committee approved a structure 4m x 2m, given the ratio of plot area compared to the structure. All structures above the 2.4m x 2.4m maximum dimensions will be considered on a case by case basis. BB to advise tenant. Plot 38A Hailey Road – Shed 1.5m x 1m approved – BB to advise tenant,</p>	DN BB BB
5	<p>Any Other Business</p> <p>1. Update on hedge-cutting. Despite numerous conversations with various representatives of WTC, the hedge cutting at Newland has not taken place, as agreed by WTC and we are now, once again in the nesting season meaning that the hedge-cutting cannot happen until later in the year, October at the earliest. Angus Whitburn, Officer in charge of Open Spaces, Parks and Cemeteries, has stated that WTC have previously cut hedges as a good-will gesture</p>	

	<p>but now maintain that this is not their responsibility. BJ is in conversation with the Deputy Town Clerk to ascertain whether WTC will eventually undertake this.</p> <p>We have been informed that the new Lease is apparently with the lawyers of WTC and it was agreed that, when received, we need to review it carefully regarding responsibility for maintaining borders and hedges.</p> <p>2. Plot 51A Lakeside – name on waiting list for a different plot. Plot-holders had tried to add their names again to the Waiting List as they wanted a different plot (but no record of this application can be found). Because of the size of the Waiting List and their existing plot, this was not agreed by the Committee and EL will contact the plot holder to advise of the decision.</p> <p>3. Proposal for all sites to be run separately and independently. This was discussed in view of the lack of people coming forward to constructively support and join the Committee. With the Chair deciding not to continue in his role past this year's AGM, the WAA Committee is concerned that there will be no-one coming forward to run the WAA Committee. To better meet the demands of each site, it was discussed that all sites would operate independently, with each site forming its own Management Committee. This would allow each site the opportunity to be responsible for running their own site in the way that their tenants wanted. No final decision was made and further consideration may be given to this in the future.</p> <p>4. PL advised that Castle Water have continued to send the WAA water invoices to the former Treasurer's (RB) home address even though they confirmed on the phone that the address was changed to the WAA Secretary's in December. No invoices have been forwarded. Castle Water agreed that they would send PL an email copy of the invoices the next day but to date nothing has been received.</p>	<p>BJ</p> <p>EL</p>
6	<p>Date of Next Meeting.</p> <p>To be arranged once feedback from tenants, relating to the proposed Constitution and Tenancy Agreement, has been received and collated by the WAA Management Committee.</p>	<p>Sec</p>

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Chairman of the Witney Allotments Association (WAA)