7.30pm @ Rose Hill Community Centre

Present:

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| Trustees | Ian Matten |  |
|  | Andrew Benfield |  |
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| Committee | Colin Sharp | Chair |
|  | Bill Whaley | Secretary |
|  | Paul Wavell | Lettings Secretary |
|  | Colin Cavey |  |
|  | Phil Hart |  |
|  | Nick Van Hear |  |
|  | Terry Pike |  |
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| Members | None |  |
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| 1.0 | **Apologies for Absence** Pearl Bevan, Arnold Harpin and David Penwarden. |  |
| 2.0 | **Minutes of the last meeting** |  |
|  | The minutes of the 23rd March 2015 meeting were agreed and signed.  |  |
| 3.0 | **Matters Arising** |  |
| 3.1 | **Tree Pruning on the Glebe Land** |  |
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|  | Colin Sharp reported that the OCC view was that the work would have a very low priority. He will continue to chase but believed that the work was unlikely to be done this year. |  |
| 3.2 | **New Raised Beds**  |  |
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|  | Discussion was deferred to item 8.  |  |
| 3.3 | Borrowing Agreement  |  |
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|  | Colin Sharp advised the meeting that the final version is in a booklet in the container along with the manufacturer’s operating and safety instructions. He also mentioned that Oxford City Council and ODFAA have raised no objections to the agreement and may well make it available to other allotment associations. |  |
| 3.4 | **Mailing Software – Mail Chimp** |  |
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|  | Discussion was deferred to item 7.  |  |
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| 3.5 | Key Exchange |  |
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|  | The process is now regarded as complete and all the remaining keys have been handed over to the Lettings Secretary.  |  |
| 4.0 | **Treasurer’s Report**  |  |
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|  | The treasurer had prepared a draft set of accounts and sent them to the chairman who brought 4 copies to the meeting, which showed a probable loss of £200 for the year (the treasurer not being present).Members of the committee studied the figures and suggested that a clearer picture would appear if one-off items were presented separately from the normal expenditure items. The Chair agreed to ask the Treasurer to provide a set of modified accounts early in June so that the information could be circulated in advance of the next committee meeting. Phil Hart raised the question regarding the availability of a statement regarding the shop from the Voluntary Shop Keeper. The Chair agreed to ask the Voluntary Shop Keeper to provide a statement up to 31st May early in June in advance of the next committee meeting. The secretary suggested that it would be helpful in future if such reports were circulated in advance of each meeting along with the agenda. |  |
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| 5.0 | **Lettings Secretary Report** |  |
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|  | The Lettings Secretary reported that as at the time of the meeting there were 2 half plots and 1 quarter plot free3 new people on the waiting list5 existing plot holders who would like to extend their holdings |  |
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| 6.0 | **Site Inspection Team Report**  |
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|  | Nick advised the meeting that he had carried out an inspection on the 10th May and identified 12 plots that did not seem to be under cultivation. It was agreed that the secretary would endeavour to contact the plot holders in person or by phone to raise the issue. In the absence of personal contact he would email or write to the plot holders concerned.Additionally Nick advised the meeting that plot 59B and 74B had a total of 36 fruit trees contrary to the association’s rules. The Secretary was asked to contact the plot holder. It was agreed that the next site inspection would take place before the next committee meeting scheduled for 16th June. |  |
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| 7.0 | Update re new web-site  |
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|  | Colin Sharp advised that Mariam Iqbal was developing the web-site and the aim was to have it operational by the end of May and that it will incorporate the Mail Chimp software that can be used for mailing members. Both Pearl Bevan and Mariam are taking photographs for uploading onto the web-site.Colin Sharp also mentioned that Pearl Bevan has agreed to monitor any enquiries to the web-site which will go to an info@ address. |
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| 8.0 | Working Party Tasks  |
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|  | The committee expressed their thanks to the 6 members who attended the working party on Sunday 26th April.For the working party on Saturday 16th May Colin Sharp proposed the following tasks to be overseen by Terry Pike.1. Move earth from the existing raised beds in the car park area to the new white raised beds on plot 63A
2. For the water butt outside the shop remove the tap and replace with the bung
3. Continue re-roofing the Prince’s Trust Sheds
4. Paint the Prince’s Trust Sheds
5. Paint the Co-op hut.
6. Fit water catchment to the Prince’s Trust Sheds
7. Fit water catchment to the Co-op hut
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| 9.0 | Blocked Toilet Drain  |
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|  | Colin Sharp reported that despite using 2 full sets of drain rods Arnold Harpin had not succeeded in clearing the obstruction. This means that the blockage is under the road outside the site. Andrew Benfield was tasked with asking Thames Water to deal with the problem. In the meantime the toilet remains out of action.It was agreed that it was possible that the drain pipework outside the toilet needs re-sealing. |
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| 10.0 | 2015 Allotment Competition |
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|  | Bill Whaley reported that there had been no response from individual members to the email and the notice regarding the competition. After a brief discussion the committee agreed that the association should enter the competition for the Alderman Knight award for the best kept allotment site. As judging for this will be on either 5th or 6th September it was agreed an extra working party date might be needed just before. Bill Whaley to submit the entry and ask for guidance on the judging criteria. |
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| 11.0 | Water Supply Pipework  |
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|  | The meeting discussed the idea of replacing the water supply network and applying for a grant. The main reasons that were identified to justify the work were1. In many places the pipework is not buried deep enough to avoid damage by enthusiastic diggers
2. The pressure to the water butts on the lower track (plots 1 to 33) is much lower than elsewhere leading to very slow flow rates when taps are on elsewhere on the site
3. There are different gauges of pipework in the system and the normal fittings are no longer available for some of the pipework
4. There are various patches where the pipework has had to be repaired
5. There are no stop taps for each leg of the supply system.

Paul Wavell made the point that a good water supply is a top priority for members. The meeting discussed a phased approach tackling each roadway in turn starting with the lower one. Phil Hart provided rough costs estimates and wondered whether the existing taps and standpipes would need replacing but it was likely that the total project costs would unfortunately far exceed the amount of grant the association might succeed in obtaining this year.The meeting asked Phil Hart to produce firmer estimates for a new supply for the lower roadway so that Colin Sharp can submit a grant application before the deadline of 31st May. |
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| 12.0 | Fencing  |
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|  | Colin Sharp agreed to put in a grant application for further security fencing in the corner above the wildlife area, following discussions with council officials. |
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| 13.0 | Summer Party |
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|  | It was agreed that the Summer party would be held on Sunday 6th September. |
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| 14.0 | A.O.B. |
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| 14.1 | The Allotment will be open as part of the Iffley Open garden event on Sunday 7th June and Ian Matten offered to be on-site to monitor the visitors. |
| 14.2 | Phil Hart advised that he still had to produce an updated asset inventory. |
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| 15.0 | Future Dates |
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|  | Committee Meetings: 16th June, 28th July, 15th September, 27th October, 8th Dec |
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|  | Working parties: 20th September, 18th October and 15th November |
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| 16.0 | The meeting closed at 8.45pm |