

MINUTES OF LRRHAA COMMITTEE MEETING: Monday 23 September 2019

7:30pm • Rose Hill Community Centre

Those in Attendance:

Nick van Hear	Co-Chair
Arnold Harpin	Treasurer
Lorin Watt	Secretary
William Beinart	Trustee
Colin Cavey	Committee Member
Khimding Devendra	Committee Member
Theresa Gurl	Committee Member
MI	Committee Member
Ian Matten	Committee Member

1. **Apologies:** Garth Bottomley, Cathy Gibb, Jon Piggott & Paul Wavell

2. **Minutes** of the meeting held August 5th were read, agreed and signed off by Nick van Hear.

3. Matters arising

- **Summer Party.** Thanks to Pearl, the cooks and everyone who helped with arrangements, above all Helen and Ian. Attendance was disappointing, but the food was wonderful and the tombola raised over £60. MI suggested using social media next year to highlight the event.
- Another **site inspection** will take place after rents are collected. Once we know who is leaving, we will contact renewing allottees re any problematic or overgrown plots and also shed holders with no water catchment.
- It was agreed at the Aug 5th meeting that a maintenance contract on the **gate lock** should be taken out when the purchase warranty expires (c. 4 July 2020). The £45 cost will come out of capital replacement funds. ⇒ AH to advise date of lock invoice.
- Thanks to Colin Sharp for looking after the judges of the **O&DFAA Centenary Allotment Competition** and for his optimistic reports. Winners will be invited to the award ceremony on October 28th at the West Oxford Community Centre.
- A **Newsletter** is planned for the first quarter of 2020.

4. Treasurer's Finance Report

- **40 rent demands** remain unpaid. Arrears will be chased via email where possible the week of Sept 30th and the £5 penalty for late payments applied. ⇒ LW to supply emails/postal addresses to AH as appropriate and check query over plot 80B.
- **Complaint.** A member who joined after mid-year and paid a full year objected to the recent rent demand. 5.3 of the Constitution assigns the Lettings Secretary discretion over charges on mid-term lets. This policy was unanimously supported, so the dispute is referred to the LS. The same allottee was unaware that members agree to contribute time to working parties. MI proposed that prospective members read and acknowledge the rules when applying through the web site by ticking a box. ⇒ PW to review welcome pack contents at next Committee meeting and liaise with AH in replying to the complaint. MI to sort website.

- **Water** has again greatly exceeded budget, but the exact figure awaits an accurate reading by our supplier. Water was turned off the week of Sept 23rd to conserve during a rainy period.
5. **Lettings Report.** The Lettings Secretary was not available to provide an update. A Committee member queried the procedure for returning keys. The Treasurer confirmed these records are maintained by the LS.
 6. **Working Party October 20th.** The October site inspection is likely to identify several plots needing attention and Simon may need help on the wildlife site. If little work is needed, this WP will be cancelled. ⇨ LW to check with SR.
 7. **Manhole.** A wobbly manhole near the gate needs to be secured or flagged to members as a potential hazard. ⇨ AH and IM to investigate
 8. **AGM.** The timetable for AGM papers and announcements was reviewed. All but one Committee member agreed to stand again for 2020. **Proposed constitutional change:** at the moment only one person per plot is considered a member for voting purposes. It was proposed that membership and voting rights extend to all “associates” on jointly worked plots as suggested previously by JP. ⇨ LW to check with JP about Rules
 9. ***Plot designations.** To avoid past confusion over both ¼ and ½ plots described as “A” or “B” the new ¼ plot designations below have been adopted and will be posted.

AOB

- Phil Hart will offer members jars of **honey** made by the bees on site in exchange for a donation to the acquisition and upkeep of the colonies. Details will be posted at the shop.
- MI reported more than 1000 visits to the **web site** this year. Most messages left are from people inquiring after plots.
- **Hedge.** Oxford City Council Parks advised the Lenthall Road hedge would be cut the week of October 2nd but have not yet appeared. ⇨ LW to chase

Next Committee Meeting: October 28th

Next Working Party: October 20th

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