**MINUTES OF LRRHAA COMMITTEE MEETING**: Monday 27 January 2020

7:30pm • Rose Hill Community Centre

Those in Attendance:

Nick van Hear Co-Chair

Ian Matten Co-Chair

Lorin Watt Secretary

Colin Cavey Committee Member

Khimding Devendra Committee Member

Terry Pike Committee Member

Catherine Gibb Trustee

Jon Piggott Trustee

1. **Apologies**: Garth Bottomley, William Beinart, Theresa Gurl & Paul Wavell
2. **Minutes** of the meeting held December 2nd were read and agreed.
3. **Matters arising**

* **New policy re 1/4 Plots.** No full or half plots will be subdivided into quarter plots in future. When a quarter or half plot is given up, the priority will be to amalgamate it into a larger holding by offering the plot to a neighbouring allottee before turning to the waiting list. Any extension of a member's holding must be approved and documented through the Lettings Secretary.
* **Info sheets.** Cathy reported that the sheets for new members' info packs have been updated by hand. Help from a .pdf editor is now needed to incorporated the changes. **🢧 LW to check.**
* **Chippings.** We do not need to stop deliveries but to clear and better define the area where they are deposited at the next WP.
* **2020 Calendar.** An updated 2020 Calendar will be circulated to the Committee and posted to the web.
* **MI,** who looks after the website, has agreed to join the Committee for 2020.

1. **Finance Report.** The Committee requested an update on arrears for review by or before the March 16th meeting. KD was asked to assist with some queries on rent payments and plot assignations. 🢧 **AH to circulate arrears update.**

**5. Lettings Report.** One quarter plot (10D) and the raised-beds plot (63AA) are unlet. **🢧 LW to prepare a list of allottees, problem plots and arrears for review in a walk-around with CC.**

**6. Working Party March 29th.**

* Chippings deposit area at the top of the roadway to be cleared and better defined.
* Overhanging trees at top of site to be surveyed and pruned from inside where we can.
* Vacant plots to be cleared.
* Play shed and toilet to be painted.
* Litter to be cleared. N.B. OxClean (www.oxclean.org.uk) invites volunteers to collected litter throughout the city Feb 28th, 29th and March 1st.

**7. Update on Local Builders' Support.**

* Kier is committing to a contribution of at least £300. The Committee supported WB's suggestion that this be used for water butts to be offered to members at a discount, and possibly free to those who build a new structure for collection.
* Feltham Construction is offering materials, including fencing and posts, gravel, timber, pallets and guttering, which they will deliver. Several commented that we need to define how much we can effectively use and how/where before gratefully accepting donations in kind.

**8. O&DFAA Meeting.**

* There is a small window to submit grant applications for remaining 2019 funds, but given OCC priorities and requirements, a fresh submission does not seem viable.
* Notes of a meeting the O&DFAA held with a solicitor concerning negotiations on the future Licence/Lease were circulated to the Committee for information and comment.
* Associations with more than 100 members may be obligated to elect an O&DFAA Committee member. Meetings are held six to eight times per year on Tuesday afternoons from 15:30.

**AOB**

* The shop is billed the annual website fee on behalf of the Association. **🢧 JP to send AH the invoice and instructions on how to credit/reimburse the shop.**
* The shop will open March 30th. It was suggested a job description be prepared to assist in the search for a new manager.
* Rules re trees should be reviewed. **LW to circulate with next Agenda.**

**Next Committee Meeting:** Monday, March 16th

**Working Party:** Sunday, March 30th