

Exmouth & District Allotment Association Committee Meeting

MINUTES

Venue: By Zoom
Date: Wednesday 18th January 2023
Time: 7pm- 9pm
Attendance: John Barwick, Cheryl Chessum, Janet Cuff, Councillor Olly Davey, Carolyn Priest, Stewart Shram, John Singleton, Jan Wells

Apologies: Annie Goodman, Julia Jacobs, Councillor David Poor

Absent:

Chair: Cheryl Chessum

Minutes: Jan Wells

		ACTION BY WHOM	ACTION BY WHEN
1.	Welcome and Confidentiality Statement and declarations of conflict of interest	CC	
2.	Minutes of the Last Meeting The Minutes of the Committee Meeting held on 16 th November 2022 were accepted as a true and accurate record. A pdf version can now be published on the website.	JJ/JS OD/JS	End of Jan 2023
3.	Matters Arising from last meeting <ul style="list-style-type: none"> • Fly tipping at HL. CC reported that the rusting wheelbarrow dumped outside the shop front had still not been removed by the person(s) leaving it there • PL Padlocks. The old padlocks and chains have now been returned from PL and are available to use on the HL site 	CC CC	
4.	Chair's Report <ul style="list-style-type: none"> • Adapted Beds Update. CC reported that the adapted beds are now complete. A £5000 grant has been received from the National Lottery and a further £1500 from the Town Council towards the cost of the project. This means in excess of 75% of the full cost of the project has been met by grants from external agencies. This is over and above expectations at the start of the project. An email will be sent asking plot holders not to park on the new slabbed area around the adapted beds. It was noted that the raised beds will need to be topped up with compost prior to use. There are 5 raised beds available to rent. One has already been allocated and the committee have been asked for further suggestions. CC will 	CC/JS	End of Jan 2023

	<p>contact Lisa Bowman to ask about marginalized local people and Ukrainian/Afghan refugees who might benefit from a plot. CC will also make contact with local GPs to see if social prescribing is an option.</p> <ul style="list-style-type: none"> • AGM Planning. It was suggested that a rolling power point presentation would be helpful to show plot holders how and where EDAA funds have been spent over recent years. JB to ask Graham if the Hall has a projector/screen we could use. • Officer Posts. It was agreed that a separate (in person) meeting of the EDAA committee members was required to fully understand the role of the current treasurer. It is hoped that some aspects of the role can be delegated to other committee members prior to the election of a new treasurer. CC will send an email with suggested dates/times. A new treasurer has not yet been identified. CC asked the committee for recommendations. It was noted that the committee needs to recruit more junior members to train them over time to take on officer roles. Committee members were invited to make suggestions. • Hybrid approach to EDAA Committee Meetings. CC has asked committee members to consider a combination of Zoom and in person EDAA committee meetings going forward. Currently one committee member is excluded from attending meetings as they do not have access to the required technology. An agenda item will be tabled for February's meeting. 	<p>CC</p> <p>JB</p> <p>JB/CC</p> <p>All</p> <p>All</p>	<p>15th Feb 2023</p> <p>15th Feb 2023</p> <p>15th Feb 2023</p> <p>15th Feb 2023</p> <p>15th Feb 2023</p>
5.	<p>Secretary's Report Applications for Structures.</p> <ul style="list-style-type: none"> • HL 155 – Greenhouse application. Approved. • HL 174a – Replacement shed. Approval not required as this is a like for like replacement. • PL15 – Poly tunnel. Pending approval. Extra information is required on how the poly tunnel will be safely secured to the ground. 	<p>CP</p>	<p>15th Feb 2023</p>
6.	<p>Treasurer's Report – Update on financial position</p> <p>Rent renewals 2023 Rents are coming in, but there are a lot of queries to deal with. All rents must be paid by 31st January or plot holders risk receiving a termination notice. Association memberships must be sent off by 8th February.</p> <p>Budget 2023 In November the projected budget deficit was in the region of £10,000. Due to a number of factors, including extra grant funding and a lower than anticipated water bill, the projected deficit has now fallen to around £6000.</p> <p>Club Account A large stock order for over £4000 has just been placed for the shop. JB confirmed that this was affordable.</p>	<p>JB</p>	<p>8th Feb 2023</p>

7.	<p>Maintenance Pound Lane</p> <ul style="list-style-type: none"> • New paths have now been created across the bottom of the site • A dry-stone wall has been completed below the summerhouse to replace one constructed of pallets. • Oak trees have been reduced in size <p>Hamilton Lane</p> <ul style="list-style-type: none"> • A tree has fallen across plot 243b. EDAA will fund its removal. JB to speak to Shane • Gate 4 has dropped and requires some maintenance. CC will contact Chris Witkiss to see if he is able to help. Also, the gate sign is hanging off and requires a new backing and remounting. • Asbestos from HL251 and HL201 needs to be cleared from the site. JB will see if Shift It or Exeter tip offer the best option. 	JB CC JB	15 th Feb 2023 15 th Feb 2023 15 th Feb 2023
8.	<p>Site Co-ordinators reports Pound Lane</p> <ul style="list-style-type: none"> • PL66b has been let as a whole plot • PL 56a has been let. It is in a poor state, so a reduced rent has been agreed (50%) <p>Hamilton Lane</p> <ul style="list-style-type: none"> • HL206a Plot in poor condition and dead chickens reported. Proceeding with termination of tenancy. • It was agreed that for the time being no further livestock applications will be processed or agreed, as the committee needs to agree a realistic policing policy to ensure appropriate husbandry. • HL218 Plot holder wishes to reduce 10 rod plot to half the size retaining the poly tunnel. However, inspection has shown that the plot is in a very poor condition. No deposit will be refunded for the relinquished half plot and a full new deposit will be required for the remaining plot area • HL101b tenancy agreement for change of ownership to Jenny Bowden requires completion • It was reported that HL has several vacant plots and prospective plot holders were being contacted. 	CC CC CC	15 th Feb 2023 15 th Feb 2023 15 th Feb 2023
9.	<p>Any Other Business</p> <ul style="list-style-type: none"> • JS updated the committee on the forthcoming Charles Dowding event. There are 140 places available for the afternoon session. The morning school's session currently has 30 people booked on it. • OD raised the issue of empty bottles being found on plot HL223. 	JS	
10.	<p>Date and time of next meeting Wednesday 15th February 2023 – 7:00pm All until further notice by Zoom.</p>		