

Exmouth & District Allotment Association Committee Meeting

MINUTES

Venue: By Zoom
Date: Wednesday 21st April 2021
Time: 7pm-9.00 pm
Attendance: Cheryl Chessum, John Barwick, Janet Cuff, , John Singleton, Olly Davey, Stewart Shram, Carolyn Priest, Julia Jacobs, Dianne Conduit.

Apologies: Eddie Cowley, Annie Goodman, Councillor David Poor

Absent:

Chair: Cheryl Chessum.

ACTION BY WHOM	ACTION BY WHEN
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1.	Welcome and Confidentiality Statement – Chair		
2.	Minutes of the Last Meeting The Minutes of the Committee Meeting held on 17 th March 2021 were accepted as a true and accurate record and pdf version can now be published on the website.	JS	Immediate
3.	Matters Arising from last meeting Gate locking /intruders It was noted that gate locking is now the personal responsibility of plot holders and the committee noted sincere thanks to gate locking volunteers who have done a great job over the last year. It was also noted that there has been evidence of intruders including one theft and an impromptu pizza and drinks get together both on the HL site. Importance of gate locking reiterated and will be communicated in this month's Mass Email. Difficulties with some gates opening/closing/locking (see Maintenance, item 7). Hedgerow gaps - HL CC reported back on exploration of bare root hedging and shared prices. Noted by the Committee that it is probably too late to plant these now as they will need regular watering over the summer. Agreed to defer until autumn but acknowledged that there are some security hotspots over the summer. Action: Appropriate hedging will be sourced over the summer for autumn. Action: Security gaps to be assessed and consideration for any temporary	CC	Immediate
		JB	Oct 2021
		CC/JJ	May 2021

	<p>mitigation.</p> <p>Notice boards update Consideration given to what key information should be displayed on new noticeboards. Initial content agreed:</p> <ul style="list-style-type: none"> • Update on Covid-19 precautions • Shop list • Bonfire restrictions reminder • Security reminder – gates and tips for keeping site, plots, shed contents etc safe and secure • Mass email (most recent version) <p>Action: fitting of notice boards Action: Content for notice boards</p> <p>GQT OD reported that Counsellor Beech has asked if EDAA will pursue this. Noted that it will not be possible at this time given the current work programme of the Committee and could be reconsidered in a future year. To be reported to Councillor Beech.</p> <p>Britain in Bloom CC confirmed that she will complete the application for Pound Lane submission when contacted by BiB.</p>	<p>JB CC/JS/CP</p> <p>OD</p> <p>CC</p>	<p>May 2021 May 2021</p> <p>April 2021</p> <p>Winter 2021/2</p>
<p>4.</p>	<p>Chair's Report</p> <p>Social and community development activities.</p> <p>The Committee explored opportunities to plan for social and community development across the allotment sites as Covid restrictions start to ease. Aim that activities will be able to start later into the summer and autumn.</p> <p>National Allotment Week – August</p> <p>One of the first opportunities for community events will be National Allotment Week in August. The Committee explored a range of activities. Chosen activities are:</p> <ul style="list-style-type: none"> • A photographic competition - with categories. These may include, wildlife, flowers and vegetables, young photographer, general. • Scarecrow competition – may be especially attractive to families /children. • Planted wheelbarrow competition. <p>Both the scarecrow and wheelbarrow competition will aim to encourage people to walk around the plots whilst maintaining social distancing. Other suggestions included sunflower growing competition, nature garden on a tray, EDAA logo design.</p>		

	<p>Recent expenditure Expenditure continues on the refurbishment of the Shed.</p> <p>Other areas for noting</p> <ul style="list-style-type: none"> • HL Waterless toilet – HL site Kingston Road area – submission made. • HL The Shed refurbishment - Electrical works delayed, new contractor being sought. • HL Accessible raised beds – projected cost of £8k – agreed to bid for grant funding for part or all money but may delay development because of funding programme of various grant funders. Possible that a contribution could be made by EDAA. Bid to be prepared. • South West Water – an error resulted in a Disconnection Notice’. JB has now resolved this. 	<p>JB</p> <p>JB</p>	<p>Immediate</p> <p>May 2021</p>
<p>7.</p>	<p>Maintenance</p> <ul style="list-style-type: none"> • HL – problems with locking and unlocking some gates on HL site, potentially compromising security, to be investigated – specifically gates 7 and 8. • External maintenance of shed – window requires replacing and the outside painted. To be coordinated. • PL – poor accessibility to one pathway. Agreed to assess issues agree short term arrangement for now and defer any significant work until new work programme produced. • HL Gates – some gates are proving difficult to close. Committee members to asked to note any further gates with problems re posts. Close growing trees etc and work will be put into new work programme f it does need immediate resolution. • Water metre readings – these are required. 	<p>DC</p> <p>JB/SS</p> <p>JP/JB</p> <p>All</p> <p>JB/SS</p>	<p>May 2021</p> <p>May 2021</p> <p>May 2021</p> <p>May 2021</p> <p>Immediate</p>
<p>8.</p>	<p>Site Co-ordinators report</p> <p>Pound Lane</p> <ul style="list-style-type: none"> • Three plots of concern. Progress has been made and agreement in place between plot holders. • Some letters issued and being acted on nothing further of concern. <p>Hamilton Lane</p> <ul style="list-style-type: none"> • Low grade asbestos – collection bags are now available for the correct bagging of low-grade asbestos items around the site. To be co-ordinated. The asbestos will remain in situ safely bagged until they can be safely removed by a registered contractor. 	<p>CP</p> <p>JB/JJ</p>	<p>May 2021</p>

	<ul style="list-style-type: none"> • Two plots of concern with management processes in place • Nothing else of concern. 	CC/JJ	
9.	<p>Vegetable Growing course and plot allocation</p> <p>Committee agreed to consider plot allocation in relation to the Vegetable growing course at a future date.</p>	All	Sept 2021
10.	<p>Any Other Business</p> <ul style="list-style-type: none"> • Plumb Park - No further update on Plumb Park allotments. • Myth buster - rumours that parts of HL site are to be sold off – this is a regular rumour and it is not true. • Waiting List – suggested that waiting list numbers should be displayed on website to help set expectations • Apologies – DC noted her apologies for meeting on 19 May 2021. 	JS	May 2021
11.	<p>Date and time of next meeting</p> <p>Third Wednesday every month – Wednesday 19th May 2021, 7pm.</p> <p>All until further notice by Zoom.</p>		