

Exmouth & District Allotment Association Committee Meeting

MINUTES

Venue: By Zoom
Date: Wednesday 22nd September 2021
Time: 7pm - 9.00 pm
Attendance: Cheryl Chessum, John Barwick, Janet Cuff, John Singleton, Olly Davey, Stewart Shram, Carolyn Priest, Julia Jacobs.

Apologies: Dianne Conduit, Eddie Cowley, Annie Goodman, Councillor David Poor
Absent:

Chair: Cheryl Chessum.

		ACTION BY WHOM	ACTION BY WHEN
1.	Welcome and Confidentiality Statement – Chair		
2.	Minutes of the Last Meeting The Minutes of the Committee Meeting held on 18 th August 2021 were accepted as a true and accurate record and pdf version can now be published on the website.	CC/JS	End of Oct 21
3.	Matters Arising from last meeting None from last meeting		
4.	Chair’s Report AGM <ul style="list-style-type: none"> • Minutes of the AGM meeting held February 2020 were approved • Both sets of accounts for EDAA were approved – Management and Club Accounts • Mark Hazel was accepted by membership as the Independent Examiner for next set of Accounts. • Honoria were voted on and received a majority approval. • Agreement from membership that club membership will be increased to £6.00 per annum per person • CP raised a query about the PL toilet build continuing to be a feature of the 2020 accounts and it looks like £16k was spent on the build and appears misleading regarding the amount the EDAA has spent on the project. JB explained that the grant was received one financial year, as income and then spent the following year with an additional expenditure to finish the project and not put into a separate protected budget so was looked at as general income and expenditure. Accounts approved up until November 		

	<p>2019 at 2020 AGM and with the year from November 2019 to June 2020 looks disproportionate as no income was received in that year towards the project, simply expenditure and the way in which accounts are recorded make it appear this way. JB was willing to go back into the accounts before his tenure and examine the 2019 approved Accounts and bring figures back for further examination.</p>		
5.	<p>Secretary's Report</p> <p><i>Applications for Structures.</i></p> <p>Applications received: HL 204A – Greenhouse .</p>	<p>CC to inform plot holder</p>	<p>Immediate</p>
6.	<p>Treasurer's Report –</p> <p>Annual Accounts have been forwarded to Town Council via Lisa Bowman Town Clerk following the AGM now they have been approved.</p> <p><i>Rent Book and Rent Collection</i></p> <p><i>Update on financial position</i> The Association is in a good financial position and the Treasurer is very open to discuss any aspects of the Association's financial position which remains strong.</p> <p><i>Recent expenditure</i> Expenditure continues on the refurbishment of the Shed from the club account</p> <p><i>Other areas for noting</i></p> <ul style="list-style-type: none"> • HL The Shed refurbishment – the ceiling has been plastered and internal door secured • MPS work completed and a locking system for the new toilet door will follow shortly using a key safe with members being informed by mass email about the new code to access the key which will be welded to a chain and kept inside the key safe. • PL shed build - JB reviewed Accounts and reported in 2018 £7K grant from lottery was deposited into management account. In 2019 this money does not carry over so expenditure on shed does not show as coming from specific monies in 2019 as it was not held in an extraordinary account with 	<p>JB</p> <p>JB</p>	<p>June 2021</p> <p>June 2021</p>

	separate and the actual amount funded by the EDAA management was just over £3k		
7.	<p>Maintenance</p> <ul style="list-style-type: none"> External maintenance of shed HL – both Gate 4 and Gate 7 are problematic to close. Chris Witkiss will be contacted with request to view and repair Visit by Environment officers to HL site to look at modifications made to plots 7-10 where ongoing issues with rodents causing complaints from neighbours on Greenhill Ave to be followed up by email with date and time requested. To include plotholders working towards a solution and our trained rodent management person at visit as well as officers where appropriate. Advice and guidance can be sought for other areas of site where increase in rat problem has been reported. PL – CP and site coordinators are organising a ‘Rubbish Safari’ to locate and identify the type and amount of rubbish that needs removing from the site all around the boundary. It will identify volume of rubbish and help work towards a skip being funded to continue with site improvement. Much of this is inherited rubbish and buried in hedges and on old plots, some revealed by boundary work. 	<p>SS/JB</p> <p>CC/JS/JB/JJ</p> <p>CP</p>	<p>Ongoing</p> <p>13/10/21</p> <p>24/11/21</p>
8.	<p>Site Co-ordinators report</p> <p>Pound Lane</p> <ul style="list-style-type: none"> CC did a site visit to review plots of concern with CP. 6 letters were sent out and so far, 3 have responded confirming they will within the next month restore their plots. Further responses awaited One plotholder on PL49 with a plot that has a large polytunnel and an outdoor area never cultivated will be contacted by TH plot coordinator in first instance with plan to reduce to half plot. Legs on the community furniture have been repaired More waste carpet has been thrown over gate 2 so the suggestion is to increase the hedge height as a deterrent to this being achievable. CC will send the second formal letter to plot holder on PL7A as concerns re livestock care raised by AG. This issue will be included in the letter and monitored on the site. If needed RSPCA will be contacted. <p>Hamilton Lane</p> <ul style="list-style-type: none"> JJ reported she is aware of some plots becoming free which will be offered for let as soon as they become available. HL 139B, 181A and B, 46A, 55A, 67. One is in response regarding a contact due to concern about the plot. Response received from HL17 – will hopefully cover for winter and see if can manage renewal in January 	<p>CP</p> <p>JJ</p>	
9.	<p>Any Other Business</p> <ul style="list-style-type: none"> Financial meeting will be 24th November 2021 Next meeting will be week later due to personal circumstances JS reported back on reports received from membership regarding rat sighting around plots and there has been quite a lot of response from 		

	<p>members talking about regular sightings, concerns about numbers and off-putting presence of rats in bigger numbers than usual and this is having a negative effect on the enjoyment of working on plots.</p> <ul style="list-style-type: none"> • JS highlighted looking into this it appears to be a growing problem nationally and the milder weather influencing survival rates • It is a public health concern, and we will work alongside the environment agency protection officers to see what more we can do. 		
10.	<p>Date and time of next meeting</p> <p>Third Wednesday every month – Wednesday 27th October 2021, 7pm. All until further notice by Zoom.</p>		