**EWAA Committee Meeting Minutes**

**Thursday 13 July 2017, 7.30pm**

Chair: Clare Ferguson

Present: Jon Willis, John Butler, Antoine Flett, Pat Mansfield, Jane Millar, Ian Tinney

Minutes: Meryl Wilford

1. **Apologies**

Nicola Jones, Jevon Lancaster, Stewart Young, Jane Nimmo-Smith, Helen Edwards

1. **Minutes of last meeting** (11-07-17): approved.
2. **Treasurer’s report**
* Mower repair £100.
* Jon has challenged a water bill for £900 for winter period when no water supplied to water troughs.
* We still have money from grant (£1200) to spend on renewal of water taps/ butts.
1. **Shop update**
* There was a surplus of seed potatoes left unsold in the shop. Despite this, the sales on potatoes did break even.
* The reject potatoes were weighed so that we have a record of which varieties were most successful.
* Suggestion to get fewer varieties (everyone seems to favour Charlottes, so these sold out.)
* Discussion about whether to stock any products for deer-proofing e.g deer proof fencing. Decision not to offer specific products against deer. Deer protection left to individuals.
1. **Membership report (Clare for Jeavon )**
* Currently half a plot is available and 17 people are on the waiting list.
* Committee asked to consider whether we should be stricter about enforcing rules on plot upkeep as there still seem to be some quite untended plots. Discussion centred on how inspection on plots best carried out.
* At present, there are plot inspections in April and in September only (with follow-up checks on individual plots given warnings at inspections). Proposal to have an extra interim inspection e.g at end of June.
* **Rent days: 1-10-2017 and 8-10-17** (N.B Many plot-holders pay online)

🡺**Action point**: Claire / Jeavon to decide on date for extra inspection

1. **AGM:**
* Due to very low attendance at AGMs, suggestion made to move AGM to coincide with first rent day.
* Therefore AGM could take place on **October 1st, from 11.00 - 12.00** with rent collection from 12.00 – 1.00 directly after the meeting. (Jon’s birthday!)
* Jeavon would like to continue with lettings but not the inspections. Decision needed about whether Lettings secretary role can be split.
* Suggestions that all posts are put forward for re-election at AGM rather than people simply offering to continue in post. Therefore, at AGM, election of 6 officers and committee members:

President

Vice-president

Secretary

Lettings secretary

Shop officer

Treasurer

🡺**Action point**: Meryl to make posters advertising AGM and posts once re-confirmed with Claire.

1. **Machinery update**
* Machinery has been mended. Haytner mended.
* Strimmers are all working well.
1. **Site matters**
* Quotes for shop guttering/ plumbing are needed.
* Peter Corcutt to be contacted about kitchen projects and possible sub-committee by Clare.
* Unresolved about how trough / new taps to be plumbed in and finding plumber to do it. Jon to liaise with plumber if possible.
* Discussion about possibility of setting up subcommittee for site matters. TBC.
1. **Site boundaries**
* OUWG boundary: unclear - decision pending further OUWG meetings.
* Woodchip gate. Gate on road is swinging outwards. Maintenance to investigate.
* Whitehouse project. The children’s nursery group ( name?) have been selected by the council to take on the development of the site. [Note: After meeting, asbestos found on White House site – council decision pending.]
1. **AOB**
* Date of Autumn work party – tbc . (Jeavon had suggested community payback carry out some of the work traditionally done by work parties.).
* Ian makes suggestion that there is an allotment Summer Party plus barbQ . committee encourages use of communal areas for social events.
* John makes suggestion that work could begin on the kitchenette for the shop if maximum cost was approved e.g £150. Pending decision based on costings from Peter Colcutt..
* Pat drew attention to the fact that a fire was left unattended and had to be put out. Suggests that people are reminded to put out fires:
* Jane Millar – Oxford city farm and EWAA could share experiences of community outreach.

**Date of next meeting: Thursday September 14th 2017**