***DRAFT –*EWAA Annual General Meeting – MINUTES**

Thursday 29th September 2016, 7.30pm

**Chair:** Julian Stern
**Minutes:**   Jane Millar

**Present:**        Bridget Henderson, Chris Flett, Clare Ferguson, Dan Thorpe, George Murray, Jane Millar, Jane Nimmo-Smith, John Butler, Jon Willis, Julian Stern, Liaqat Ali, Nicola Jones, Sarah Pollard, Stewart Young, Tony Flett

1. **Apologies:** Chris Parker, Colin Gammon, Kate Coldwell, Meryl Wilford, Danny, Pat Mansfield,
2. **Minutes of AGM, 24th Sept 2015**

No comments. Approved

1. **Chair’s Report**

*Cultivation and Membership*

* Rainfall was higher than average, nevertheless it proved a good growing year for many pot-holders; there was plenty of cultivation on the site and an excellent amount of produce.
* 90% of plots were let at year-end. Demand remained high, but there was also a small but steady turnover, so the waiting list remained short through-out the year. With another inspection due shortly more new lets are anticipated in the Autumn.

*Site matters*

* The Association finances remain healthy, and good grants were secured from the City Council, including funds to secure the Cricket Road boundary fence.
* New gate on Cricket Road, Shop entrance, purchased with grant from last year.
* A project was launched to increase the number of water butts on site: officers exploring the possibility of further grants to support this initiative.
* Whitehouse Project Lease now expired: action on this from City Council anticipated.

*Events*

* Successful and enjoyable Apple Pressing session: membership keen to repeat

*Special thanks went to*

* John Butler for repairing the shed roof – Association equipment now stored on site in a secure, dry environment.
* Sarah Pollard for dealing with Shop orders so efficiently for several years
* George Murray for organising Membership over recent years
1. **Treasurer’s Report**
* Total shop sales went up, totalling £2,090, which was near the level seen in 2014.
* The trading profit was £749, an increase on 2014/15.
* Rental income remained the same as 2014/15 – as anticipated because charges unchanged.
* Grant income rose by £900 to £2,736.
* Grants received were higher than anticipated, as was the expenditure associated with delivering project with these funds.
* Income was higher than budgeted due to improved shop sales, and expenditure lower due to one-off reduction in water costs.
* Healthy contingency for emergencies: £7,719
* Because of corrections to accounting errors from the previous year there was no surplus. Nevertheless the accounts were healthy, and the Association’s income continued to cover its expenditure.
1. **Election of Committee for 2016-2017**

Bridget Henderson moved a vote of thanks to all officers who served 2015-16

1. Election of officers
* **Chair:** *Clare Ferguson*  – Jane Nimmo-Smith proposed/Jane Millar seconded
* **Treasurer**:  *Jon Willis* – John Butler proposed/Julian Stern seconded
* **Shop Officer**:  *Nicola Jones* – Jane Millar proposed/Chris Flett seconded

The meeting noted with thanks the offer from Chris Clifford to help with the shop

* + - **Assistant Shop Officer & Machinery Officer**: *Tony Flett* – John Butler proposed/Bridget Henderson seconded.

The AGM agreed Clare Ferguson’s proposal for a new structure for managing the membership list, to be introduced with guidance from her and George Murray:

**Membership Secretaries, with support:** *Jevron Lancashire and David Ingledew* –  George Murray proposed/Tony Flett seconded

Two vacant officer roles: **Secretary** and **Vice-Chair**

The AGM discussed a period of transition and managed handover, with John Butler taking on responsibility for maintaining all noticeboards, to be taken forward at future committee meetings

 – George Murray proposed/Tony Flett seconded

1. Election of Committee members

The meeting approved a list of active committee members who will continue to volunteer for the shop rota.

* *AnnHelen Parker (shop duty only, shared with Chris Parker)*
* *Bridget Henderson*
* *Dan Thorpe*
* *Helen Edwards*
* *Jane Millar*
* *Jane Nimmo-Smith*
* *John Butler*
* *Josie Powell*
* *Meryl Wilford*
* *Pat Mansfield*
* *Peter Corcutt*
* *Sarah Pollard*
* *Stewart Young*
1. **Rent: 2016-17**

Jon Willis (Treasurer) proposed no change to the current annual rates:

*Full price*

£21 per full plot (10 pole)

£10.50 per half plot

£15.00 per raised bed

£3.00 per small starter 1/3 plot (plots 1a, 1b, 1c)

*Concessions*

£13.00 full plot (10 pole)

£6.50 per half plot\*

\* concession only available on the first plot, so 1 concession per person

Action: Publish the rental rates on the website

Rent days: October 1st and 8th

1. **Work Parties: Rule no 14**

Discussion

* 20 replies to email survey regarding work parties
* 90% in favour of having two work-party weekends per annum, in Autumn and Spring
* Committee to maintain and advertise a list of jobs that any member could undertake to do at a convenient time over the designated weekends
* It was felt unreasonable to require some members to take part in a rigid event (e.g. shift workers, those with health problems or disabilities, etc.)
* The existing rule was extremely difficult to enforce

Motion *George Murray proposed/Jon Willis seconded*

Amend the wording of rule 14 as follows:

*Current wording*

**Work Parties**: Members are required to join a work party once per annum upon being asked to do so by the Committee.  Work parties will be held on Saturdays and Sundays as decided by the Committee.  Members will take instructions from the committee member in charge of the work party.

*Proposed wording* (as per text in survey):

**Work Parties**: Members are invited to join one of the work parties held each autumn and spring to help maintain the common areas of the allotment site. Members will take instructions from the committee member in charge of the work party.

Result

Carried at vote.

1. **AOB**

Oxford Federation Meeting – 4th October 2016

Anti-social behaviour in EWAA car parks – Clare Ferguson and Chris Parker discussing with local City Councillors

Special vote of thanks to the mowing team, and to those members who frequently volunteer to sort things out around the site – especially Jon, John, Tony, Peter, Stewart

**Date of next AGM**: Thursday 28thSeptember 2017 [**changed at EGM, 14/09/17]**