**EWAA Committee Meeting Minutes**

**8th November 2018, 7.30pm**

Chair: Clare Ferguson

Present: Pat Mansfield, Meryl Wilford, Stewart Young, Dan Thorpe, Jevon Lancaster, Mike Yeadon, Louise Evans, Tony Flett,

1. **Apologies** - Helen Edwards, Nicola Jones, Jon Willis, Chris Clifford, Jane Miller
2. **Minutes of last meeting and matters arising** Minutes approved
3. **Treasurer report**

The rent is now all collected, apart from three plotholders, H - £12.50, T - £12.50, and W - £12.50.

Shop sales at £816 are well ahead of this period last year (£549).

As usual we cannot work out the correct trading profit as no stocktake has been done; the opening stock value has been carried forward for now.

Purchases are high as a large delivery was ordered in order to take advantage of free delivery charges.

Admin includes £72 to XtreamLabs for the website maintenance.

I have transferred £4,000 into the deposit account, leaving £2,000 in the current account for expenditure.

Net assets after we have paid our liabilities stand at £10,969.

1. **Shop report**

Thanks to our new technology, I can report the following information:

|  |  |  |
| --- | --- | --- |
| Sales (including Rent) |  |  |
| Card | 26 | £496 |
| Cash | 160 | £3259 |
| Total sales | 186 | £3755 |
|  |  |  |
| iZettle fees |  | £8.70 |
|  |  |  |
| Main Products Sold |  |  |
| Manure | 94 Load | £235 |
| Mushroom Compost | 35 Bag | £105 |
| Mypex 4m wide | 23 m | £92 |
| Garlic | 83 bulb | £62 |
| Pelleted Chicken Manure | 63 kg | £38 |
| Onion sets | 106 x 100g | £37 |
| Compost | 7 Load | £35 |
| Mypex 3.3m wide | 15.5 m | £31 |
| Broad Bean, Aquadulca | 29 x 100g | £10 |

The majority of the sales going through have been for rent, some of which were paid for by credit card, hence £8.70 fee.

The manure has almost all been taken, so as it cost £300, we lost £65. We either need to charge more next time - eg £3.50 a barrow load, take the hit each time, or not bother.

We’ve taken delivery of 3 loads of compost from the council, costing £200 (though they haven’t sent the bill yet)

*Comments from Committee*:

Re Manure – it is very good idea to provide manure for members even if this means subsidising it this year. Perhaps simply need to remind people to pay for any manure they take.

Re new iZettle app - seems to be working well; it is certainly easier for Treasurer to monitor sales, and card transactions are very useful.

***Action point:***

* Mike to make posters reminding people to pay for manure taken on new piles left by the council.

1. **Membership report**

30 people are on the waiting list. We confirmed that plots will be let according to length of time on the waiting list.

13 plots now available.

3 people still have not paid and may have to vacate plots if they don’t pay.

13 new members who joined in September are cultivating plots well.

1. **Site maintenance**
2. **Tree surgeon:**

3 smaller trees need cutting back - £270 quotation approved.

Willow pollarding – £250/tree approved for some time in next two years.

1. **Oxford Urban Wildlife Group**:

Slow worm rides are about to be cut.

Scrub clearance will happen over the winter months.

A hedging contractor is booked for February and Willows will be pollarded in March.

1. **Work party planning**

Saturday – Meryl, Clare, Helen, Simon, Mike

Sunday – Dan , Stewart, Clare, Tony

Tasks:

* barrow compost off paths
* work needed for new path to social area
* car parks
* paths/ hazel coppicing

***Action point:***

* Stewart has ordered a 8 yard skip due to be delivered Friday 9th November.
* Burn area can be on the children’s allotment area behind the shop.

1. **Site security – new locks needed.**

Discussion about continued thefts.

Jevon has compiled list of thefts / losses.

Proposal to add camera and motion lights to Boundary Brook gate.

***Action points:***

* Mike to look into mechanism to make the locking of gate easier.
* Tony will restock graphite.

1. **Simplification of EWAA Rules**

Discussion of proposed changes.

New rules to go up on website.

1. **Machinery report**

No EWAA power tools will be used during the work parties.

1. **Date for next committee meeting** – Thursday 8th January 2019
2. **Any Other Business**
3. Germination of shop garlic – seems to have failed: Jon to be notified.
4. Water turn off – not until freezing weather forecast.
5. Vehicles need to be banned if very wet. Notices are ready.
6. Children’s allotment – Clare to check on further progress.