

EWAA Committee Meeting Minutes

Thursday 20th July 2023 7.30 SHOP

1. **Apologies:** George Murray, Dan Thorpe, Mike Yeadon, Renata/Nina Allen, Clare Ferguson, Bridget Henderson,
2. **Present:** Meryl Wilford, Pat Mansfield, Jon Willis, Jane Millar, Mike McNaboe, Tony Flett, Sarah Pollard
3. **Minutes of May meeting and matters arising** – approved.
4. **Chair report:**
 - Nina/ Renata has resigned from Committee and we would like to thank her for her time and positive contribution to the running of the EWAA.
 - We have received sad news about the death of Kate Jury. She was a garden designer, a plot holder on middle road and was very active in the East Oxford community. Our condolences to her friends and family.
 - One of Oxford's Green Party councillors, Lucy Pegg, has requested our involvement in publicizing their campaign to ask Oxford City Council to stop using glyphosate – Roundup - in the parks and on pavements of the city. The request is that we publicize the campaign so that plot holders can choose to write to Oxford City Council cabinet member Cllr Nigel Chapman to ask him to ban the use of glyphosate.
Committee decision is that it is not appropriate to endorse a campaign by a political party so we can't publicize the campaign – especially as there is no statutory ban on it at a national level. **Action:** MW to reply with decision.
 - Request to borrow trophy for “Streets of Plenty” – an exhibition at the Museum of Oxford. The museum would like to borrow one of the EWAA trophies from September 2023 until June 2024. It would be kept in a locked case and be covered by the Museum's insurance. They are particularly interested in the oldest one, the “East Oxford Allotment Show, 1/4 pint goblet, first awarded 1930, last awarded 1966 FC Lewendon”.
Committee decision: delighted to lend any or all the trophies and in fact a permanent home for the trophies needs to be found. (They are currently stored in a safe off-site location.)
Action: MW to reply with decision.
 - In order to try and promote communication and increase engagement from membership in preparation for the AGM, we would like to send out a short Survey to all members which can provide useful input for the AGM agenda. Discussion of possible questions and way the survey best carried out. Google Forms will probably be used, but the question of how to distribute it effectively to our membership needs to be resolved.
Possible questions discussed:

1. Do you feel the EWAA site is secure since the padlock and keys were replaced?
2. Do you want a shop on the EWAA site?
3. Should communal paths be cleared by work parties of volunteers or should EWAA employ someone to provide a maintenance service?
4. Are you concerned that weeds on other plots make it hard to maintain your plot?
5. Are you able to volunteer to join the Committee to help manage the site?
6. Are you concerned about the presence of deer on the site?
7. Do you have access to the water supply?
8. Do you have any concerns about noise around the site?
9. Any other comments?

Action: JW to update email distribution list.

MW agree list of questions and the type of answer required for each.

JW/GM/JM work out technicalities of distribution.

JM to send out survey after 14th August.

- Reminder of timeline for the AGM:
 - Agenda and Publicity of AGM – No later than [Sunday 3rd Sept](#)
 - Committee meeting: [Thursday 14th Sept](#)
 - AGM: [Sunday 24th Sept](#)

There is need for clear communication leading up to the AGM to try and get more involvement from plot holders.

Action: MW and JM to work on series of communications leading up to AGM and including Agenda by Sept 1st and creation of posters.

5. Membership Report:

- Emails have been sent to 35 people on the waiting list and four plot allocation meetings have taken place.
- 14 new plots have been let.
- Six plots have been cleared of tall grasses and weeds and 5 of these have been let. (Thanks to George for massive effort, and to helpers Tony & Jon)
- Currently there are two vacant plots totalling 15 poles (one of the plots is 97, which is a 10 pole jungle and almost unlettable). Another allocation meeting will take place shortly to get the remaining plots let.
- The current waiting list has 34 people on it and oldest name on the list requested a plot in February 2023.

6. Treasurer report:

Since May:

Shop sales - £2,200

Stock purchases - £1,420

Balance in account - £7,560

Costs have increased because of increase in utility bills.

The account balance has decreased over time and ideally a larger reserve is needed going forward because of increase in utility prices and because there will be new liabilities associated with the new lease.

Currently a full plot (10 pole) costs £30.00 Concessionary rates are less than half price, because they were not raised at the 2022 AGM.

Proposal for AGM is to raise full plot to £40.00 and adjust others pro rata.

Proposal to scrap term “concession” and use “discretionary” instead.

Action: MW and JW to discuss implementation of discretionary rate.

7. Shop report:

- Thanks go to all those on the rota for their support and flexibility.
- Worth posting to members when new stock arrives because it brings them into the shop on the following Sunday.
- Hardly any wasted potatoes this year.
- Steady demand for non-perishables: need to order more for Autumn sales.
- Planned allium order for Autumn.

Action: JW & JM do a stock take at the end of August.

8. Constitution proposals:

- Thanks to George for preparing the initial documentation.
- Useful and constructive discussion of various points in the documents.
Clarification that the new Constitution and Rules reflect the current governance structure of EWAA. When the lease with OCC is finalized, EWAA will need to revise them in line with lease but by finalizing this now, we will be ready with our site-specific documentation once the lease is ready to sign.

Action: MW and JM to redraft the documents to incorporate the suggestions and amendments so these can be proposed to membership for ratification at September AGM.

9. Site matters:

Vegetation on shop roof investigated; Dan severed the stems at ground level.

Further work needed on opposite corner of the building, and below rear window.

Action: liaise with Children’s Allotment to agree an ongoing management strategy for the plants that grow alongside the shop building, and for the large willow beside the cycle path which overhangs allotment plots.

AOB:

- Hire of a pasteuriser/apple presser to be booked for October 1st.

Action: Publicise Apple Day – notices on gates & webpost email

- Skip hire beginning October.

Action: JW - order skip (as minuted in May).

Date of next meeting - September 14th