

**Western Wards Allotment Association  
Annual General Meeting 2022  
held on Tuesday 22 November 2022 at 7 pm  
At Sarisbury Green Community Centre, The Green, Sarisbury Green,  
Southampton**

Present during the meeting:-

WWAA Trustee

Richard Bastow, Chairman of WWAA Trustees

WWAA Management Committee Members

Richard Bastow, Acting Chairman of WWAA (RB0

Paul Rann, (Treasurer) Site Manager, Warsash; (PR)

Julie Prescott (Secretary), (JAP), Plot holder at Sarisbury Green

Keith Johnson, Site Manager, Hunts Pond Road; (KJ)

Alistair Barnett, Site Manager, Site Manager, Hunts Pond Road (AB)

Martin Barnett, Site Manager, Hunts Pond Road (MB)

Gill Rock, Site Manager, Warsash (GR)

Martin Wheeler, Site Manager, Sarisbury Green (MW)

Robin Green, Site Manager, Sarisbury Green (RG)

**1. Persons Present**

The following WWAA Tenants/plot holders attended the meeting as follows:

**Hunts Pond Road, 10 members**, Phyl Jewkes, Margaret Barrett, Norman Hatch, Cliff & Karen Bannister, Elaine Barnett, Alistair Burnett, David Deran, Ken Simmonds, Sue & Keith Johnson and Martin Barnett.

**Lodge Road, 2 members**, S Milam and S whitehead

**Posbroke Road, 1 member**, John Parsons

**Sarisbury Green, 9 members**, Robin Green, Martin Wheeler, Clive and Julie Prescott, Michael and Alison Bradshaw, Kate Tucker, Diane Palmer and Pam Barber

**Warsash, 7 members**, Paul Rann, Wendy Wood, Richard Bastow, Gordon and Rona Neilson, Gill Rock and Mike Jarman

The number of members present totalled 29 and, therefore, met the requirements of a 'quorum of 10' in accordance with paragraph 9.5 of the Constitution.

**2. Apologies for non-attendance**

John Barber, Plot 34B at Sarisbury Green and Sue Green at Sarisbury Green.  
WWAA Trustees, Ted Weager, Margaret Thorpe, David Doran and  
Richard Lampard

**3. Minutes of the previous Annual General Meeting held on 27 January 2022**

- 3.1 Minutes of the Annual General Meeting held on 27/1/2022, except for one correction which was to replace 'of a lead' with 'off a lead' were agreed as a fair and accurate record.

**Changed/updated and now Discharged by Secretary**

**4. Matters Arising**

**4.1 Sandra Milan – Lodge Road**

Explained that the place for potentially a manure compound and/ or a compost toilet is problematic due to the size of the site. In particular for the manure compound the only place it could go is occupied by an allotment which is being worked at the moment.

It was noted that that when determining the budget model, we now have it was recognised that we would have to support the Lodge Road site with major projects from central funds subject to Committee approval.

## **5 Acting Chairman's' Report for 2022 – Richard Bastow**

- 5.1 Welcomed all members to the AGM and added that it is nice to get back into the swing of things post COVID, explaining that our last AGM was late having taken place in February 2022 instead of November time each year.

Explained that he is still covering the role of Acting Chair as well as Trustee and stated that he would not be able to continue to do that if WWAA because he would not be able to do this if we become a Charitable Incorporated Organisation (CIO), status.

We are still looking for a Chair person, that Paul Rann has offered to do it but as he can not undertake two roles of Treasurer as well as Chair.

Advised that PR and RG have been working hard on the Application Submission to apply/allow us to become CIO. That the existing Trustees, are all keen to continue in their role as Trustees if we are granted CIO.

It has been a busy year for the Committee and a number of key projects have been delivered, as follows:

- The provision of a composting toilet and refurbishing of the equipment container shed at Sarisbury Green. RG and colleagues have done an excellent job of providing a much-needed facility with a grant of £1,000 from Councillor Sean Woodward from Hampshire County Council.

Despite it being a very dry season with hot and dry conditions, we have seen a good percentage of renewals this year, although we have had to say goodbye to a number of tenants.

A healthy waiting list has ensured that most vacant plots, if not all, have been taken up for the next growing season, which should provide a good level of income.

Said he is grateful to all of the committee for their hard work during the year and for making the Association so well.

## **6. Treasurers Report for 2022 – Paul Rann**

Explained that we have made a small Trading deficit but the financial position is better than last year.

We are investing in Sites, for example the container at Hunts Pond Road, the toilet at Sarisbury Green and that it why with these projects that we have made a small trading loss.

The long hot summer affected the water bill this year, it was 40% higher than the last year, which means that we spent more money than usual on water.

We did break even and we began to make a moderate loss, but explained that is why we have reserves.

The Trading Hut now have a card machine, that prices in the shop have gone up in line with inflation, the shop made a small trading loss of £500.

The balance sheet for WWAA stands at net assets of £48,534.

Explained that membership has increased per year but the rent has not increased. Acknowledged that whilst there have been on going big projects that our Site Managers who undertake these works, provide their manual labour, often their own equipment and their skills for free!

**A Tenant raised a question? – have the water bills gone up much?**

In answering, they have gone up 4% this year and 3% last year.

A Tenant raised a question at HPR – what is the membership fee?

In answering, a rod is £7.50 and the Annual Membership fee is £2.50 (increase of £1 per annum with effect from 2022).

Future projects are as follows:

Warsash – new footpaths  
Lodge Road – Hedge cutting  
Sarisbury Green – Second compost toilet

Explaining that each site run their own projects

**7. Honoraria**

The Chair of Trustees chaired this part of the meeting whilst the other committee members left the meeting to allow discussion. Following the discussions, the committee were invited back to the meeting.

The decision and recorded minutes confirm/detail that the honoraria that was set for 2021/2022 was agreed to continue/be paid for 2022/2023 of an amount of £320 for all Committee members.

A question was asked of the Treasurer – what is the £320 that is showing in the Posbroke Road, Trading Hut Account that was paid?

PR explained that this was the amount of £320 for those people who run the Trading Hut. That the shop has a separate bank account as Posbroke needs to show as a separate set of accounts as WWAA rents the Allotments and land from the Church. WWAA pays rent to the Church/Diocese in March of each year.

**8. Election of Officers**

All committee members stood for re-election and no new names were put forward or opposed.

Noting, that WWAA still does not have a permanent Chair.

**9. AOB**

- 9.1** Discussions took place on the CIO status. PR, explained that at the moment it is ill defined as to owns WWAA and that if we were to be granted CIO status that it provides more legal protection for the Committee and its Trustees.

In addition, our assets are not protected, as individuals, we are not protected and it should provide us with more access to grants for our projects.

- 9.2** Site Manager at HPR said that it would be good to have more ideas from plot holder as to what future projects they would like to see for their respective Allotment.

**Date of next AGM is Tuesday 14 November 2023, 7 pm at Titchfield Community Centre.**

**Meeting ended at 19:40**

Final