



Western Wards Allotment Association
Minutes of 2018 Annual General Meeting

Held on 22nd November 2018 in St. Marys Church Hall, Warsash, commencing 19:30.

Quorum established in accordance with article 7 of the constitution:

Bob Hughes (Chair)

Phil Pike (Treasurer)

Site Managers:

Sandra Milam, Gill Rock, Keith Johnson, Alastair Burnett, Robin Green, David Whitlock, John Parsons.

The Chairman opened the meeting and welcomed 38 members to the 46th AGM of the Western Wards Allotment Association (WWAA).

1. APOLOGIES:

Martin Barnett.

2. MINUTES OF THE 2017 AGM:

Proposed by Bob Hughes – Chairman Seconded by John Parsons – Posbrook
Accepted.

3. MATTERS ARISING: None.

4. CHAIRMAN'S REPORT:

In early September and with great sadness Keith Thompstone passed away. Keith was a plot holder and for many years Site Manager at Sarisbury Green. He was very well-known and respected by all in our community. His services were valued, in addition to his sourcing and maintaining mowers for Sarisbury and Warsash sites. He will be greatly missed.

Last month Vera Flynn asked to resign her position as one of our two Trustees. Richard Bastow (trustee) and the Chairman reluctantly accepted. Vera has been a plot holder at Warsash, member of the association and trustee for a great many years (<30 years). She supported the committee through the new Tenancy Agreement negotiations and her help and support has been greatly appreciated. On behalf of the Committee and Association members the Chairman thanked Vera for her many years of service and contribution.

Members of the Association are invited to apply for the position of trustee and to ask for information, please contact a member of the committee.

Site News:

At Sarisbury Green our new site managers Robin Green and David Whitlock joined the team last year and have made a significant impact at the Sarisbury Green Site, there is a competitive spirit and social interaction amongst members helping to improve the appearance of the site.

At Hunts Pond Road site, they have made further improvements to the drainage with the installation of a soak away between rows 24-31. With great community spirit and support, this mammoth task involving 300 metres of trench being dug and enormous effort in shifting 24 tonnes of gravel into the trenches. The whole project was completed in 5 days, Alastair, Martin and Keith would like to express a huge thank you to all those that volunteered and in particular, to Duncan Halls (plot 24C1-25C1) who is self-employed and took the whole week off to help with the installation.

Last year we continued to see dwindling applications for allotments with small and sometimes no waiting lists. We need healthy waiting lists, this helps promote higher standards and improves the

diversity and links to our community. It is harder to maintain the age-old past time of allotment holding without full sites and funding that follows to improve the facilities.

In response, Martin Barnett (HPR) kicked off a marketing initiative and applied for a stall at the local Locks Heath Home & Garden show at the shopping centre. Meetings took place between our web masters Rona Neilson and Keith Taylor and from Sarisbury, Abigail Harrison, Martin Barnett (HPR), Robin Green (Sarisbury), Keith Johnson (HPR) and I to prepare for the show. With Abigail's design expertise, posters and fliers were developed and printed, promoting WWAA through local shops and garden centres, and directing interested people to our website.

The first event at Locks Heath Shopping Centre Home & Garden Show was a great success, this was followed with further stands at Abshot Family day, Sarisbury Fete and Horticultural Show and finally Warsash Village Garden Show. Each event generated great interest and increased our links with the local community.

One of the great initiatives this year in promoting allotment holding has been the allocation of a plot to Sarisbury Junior School. With the very hard work of Ben and Maria Kimble (plot holders at Sarisbury) and support from the site managers Robin Green and David Whitlock, Fareham Borough Council and the Head Master of Sarisbury Junior School the plot is being cultivated by the school children and in only 8 months have turned an overgrown plot into a productive one. Ben and Maria's initiative has generated sponsorship and support from commercial and other charitable organisations to fund the school children's activities to provide seeds and other materials.

The outstanding success of the Sarisbury Junior School plot (32A) has enabled them to achieve the County Council Gold Award, three Fareham in Bloom silver awards and numerous first prizes for vegetables at the Warsash Horticultural show. Well done Sarisbury Junior School.

Continuing our marketing initiative, Martin Barnett (HPR site) along with the support from Sarisbury Management gave a presentation to the University of the Third Age members (U3A) at St. John's Church, Locks Heath about Allotment Keeping. The 45-minute presentation held an audience for over 2 hours and was very well received.

Fareham in Bloom:

Congratulations to all the winners below:

Mike and Fiona Seddon – Lodge Road 43D1 – Gold
Elisa Hatherley – Hunts Pond Road 23B2 – Gold
Duncan Halls – Hunts Pond Road 25C1 – Silver Gilt
Patricia Shepherd – Lodge Road 44A2 – Silver Gilt
Laurence and Annie Gandar – Warsash 13A – Gold
Sean and Jo Shaw – Hunts Pond Road 28D – Gold
Claire Tilbury – Lodge Road 43B – Gold
Geoff and Sandra Milam – Lodge Road 10 – Gold
Andrew Stockton (Sarisbury Juniors) – Sarisbury Green 32A – Silver

Site Awards:

Warsash – Gold
Hunts Pond Road – Silver Gilt
Sarisbury Green – Silver
Lodge Road – Gold

Early in the year a great deal of collaborative work went into the final format of the Tenancy Agreement document in readiness for rent renewal time. Its issue and acceptance impacts all of us, but mostly, for the better, to ensure the longevity of allotment holding. Probably the most frequently commented on aspect of the TRA, being the restriction on the use of hose pipes for watering. On this matter, I rely on the discretion of each site manager to deal with and support those in need of help, particularly so during such a season we have had this year.

Also, this year we have responded to the challenge of dealing with GDPR. Its intention is clear in this ever increasingly technological age. The data we hold is very limited but is vital for the committee to function correctly. I thank those that responded to give permission for their contact details to be held

and of course for the remainder, acceptance of the new Tenancy Agreement, includes permission to hold your contact details.

The current WWAA website requires a technological update to enable us to incorporate our new marketing material developed by Abigail Harrison and to introduce improved features for the future, therefore, Keith Taylor our Technical Design/Server expert will switch from our current system on Joomla to Wordpress, this site is more secure, easier to maintain and for surfers to use. The new site will be available in the coming weeks and you are invited to review and give your comments. The site will be finished by end February.

You will notice that the forum webpage will be removed as we have found that it has not be very popular, having only received 6 users in the past 4 years.

A special thank you goes to both Rona Neilson and Keith Taylor from the committee and membership for their hard work maintaining and developing the website. Many of the plot enquiries received by our site managers have been forwarded to Rona along with enquiries from people who have viewed the website. Following the collaboration of our marketing campaign early this year with Keith, Rona, and Abigail, they are invited to committee meetings next year as able and I look forward to working with them.

Questions to Chairman:

Roy Deal – Sarisbury Green. Some of the allotment holders do not have Internet facilities, therefore, please could information to plot holders be more visible using noticeboards. Proposed to be supplemented by New Noticeboards.

5. Treasurers Report:

The Treasurer presented the Accounts for the year ending 30th September 2018.

- There was an increase this year of £3K in the accounts; this was due to the rise in the rents by Fareham Borough Council.
- We have a surplus in the Shop account.
- The water bills have been higher this year especially at Posbrook due to a water leak, which has now been rectified.
- Thank you to all members who have paid using BACS system, although there have been some allocation issues due to insufficient details included.

Question for Treasurer: Roy Deal - why we have to have £10m Public Liability Insurance?

Answer: This is a standard requirement for this amount and is stipulated by Fareham Borough Council as well as contractors attending site.

6. Honorariums:

It was unanimously agreed that the Honorariums for Chairman, Treasurer, Secretary and Trading Hut Manager remain at £300. Site Managers' Honorariums remain at £175 with an Honorarium of £175 for the Equipment Manager.

7. Elections:

The Chairman proposed that all unopposed positions be re-elected/elected. Seconded by Gill Rock, approved by the floor. The following positions were filled:

Chairman – Bob Hughes

Treasurer – Phil Pike

Trading Hut Manager – John Parsons

Secretary – Pam Beecroft (currently co-opted since June). Proposed: Keith Johnson, Seconded: John Parsons.

Site Managers:

Sarisbury Green – Robin Green & David Whitlock

Warsash – Gill Rock

Lodge Road – Sandra Milam

Posbrook – John Parsons
Hunts Pond Road – Martin Barnett, Alastair Burnett and Keith Johnson
Auditor – Brian Baker
Trustee – Richard Bastow

8. Proposals:

8.1 Tenancy Deposit Scheme

A mandate was sought to amend the Tenancy Agreement Terms & Conditions to enable a refundable deposit of £30 from new plot holders in addition to the rental fee. Whilst there is a sanction in respect of plot holders who do not maintain their plots in accordance with the tenancy agreement, there is not sanction in respect of those who quit and fail to bring the plot up to the required standard before leaving. This money would be used by the site manager to arrange for the plot to be put into good condition.

Proposed by Robin Green
Seconded by David Whitlock
Motion – Committee to continue further investigation on other allotment sites.

8.2 Committee Expenditure

The WWAA committee are requesting to increase the committee lump sum expenditure approval limit from £2000 to £4000. The reason behind this request is due to the new lease with Fareham Borough Council that has transferred the responsibility of maintaining the sites to the Association. We now use external contractors to ensure the perimeter hedges and trees are kept under control as per our lease as well as implementing improvements to the sites, ie drainage project, etc.

Proposed by John Parsons.
Seconded by Terry Stanley.
29 voted for – 0 against. Motioned passed.

8.3 Registered Charity

WWAA is an unincorporated Association, which means individual members are personally responsible for any debts and contractual obligations, though this is very low risk. I believe WWAA is deserving of incorporated status, the main advantages being limited liability of its members and the ability to apply for government and commercial grants which will help supplement our income.

Proposed by Bob Hughes
Seconded by Laurence Gander
Motion – Passed.

9. ANY OTHER BUSINESS

9.1 Terry Stanley – Lodge Road. WWAA handbook Page 5, Section 6, (6.3). Hose Pipes. Request amendment to the above section to allow the use of hosepipe with suitable nozzle attachment. Could the AGM please report on data of water usage and cost per cubic litre? Can the committee also confirm that water charges do not include waste water charge?
A written response to both items will be sent to Terry Stanley.

9.2 Roy Deal – Sarisbury Green. Enquiry regarding Fareham Borough Council Strategy document and its impact on Allotments.
Chairman's response – FBC Allotment Strategy is undergoing update. Elements of the new strategy may become policy and it may be worth WWAA requesting review and input prior to publication.

The Chairman thanked all attendees.

The meeting closed 21:15 hours.