



**Western Wards Allotment Association
Minutes of Committee Meeting
7pm Tuesday July 2nd, 2019
Warsash Victory Hall**

Present:

Bob Hughes (Chairman), Phil Pike (Treasurer), Gill Rock (Warsash), John Parsons (Posbrook), Robin Green (SG), Keith Johnson (HPR), David Whitlock (SG), Sandra Milam (Lodge Rd), Alastair Burnett (HPR) Pam Beecroft (Secretary)

Apologies: Martin Barnett (HPR)

Chairman's Report:

- Trustee role and responsibility information has been sent to contacts provided by Robin and Keith and an introductory meeting arranged.
- Charity Incorporated Association (CIO) application will continue when additional trustees have been informally inducted.
- FBC has been notified of additional trustees.
- Budget Strategy Document developed by Phil and Pam following meeting 17th April, has been reviewed and Issue one sent to committee members.
- Fire Risk Assessment actions – confirm action closed. HPR.
- Warsash Site has received an approach to site bees on the allotment. Bob Hughes will coordinate the process. A potential position has been identified and preliminary meeting held with the beekeeper. (Phillip Argyle, Derek Jarman). Not likely to progress this year as the potential location needs to be cleared and Warsash site canvassed for approval during rent renewal time.

Carried forward actions from May committee meeting:

- Site Manager Role description document, developed by John Parsons – to be shared with Committee Members.

Treasurers Report:

Payments cleared since May Meeting:

General Account	HPR	Rail Sleepers etc	£	503.10
		Rat Poison	£	14.98
		Skip Hire	£	320.00
		Site Projects	£	781.36
		Total	£	1619.44
	SG	Site Clearance(CRC)	£	255.00
		Site Clearance	£	80.00
		Total	£	335.00
	POS	Water	£	28.98
		Total	£	28.98
	Overheads	May Hall	£	15.00
		Total	£	15.00
Total Expense				£ 1998.42

Produce Account	Site	£ 253.19
	Total Expense	£ 253.19

- It is noted the Actual Expenditure on HPR has exceeded the Budgeted Expenditure but at this time is accepted as the original Budget figures were outline only.
- Keith has submitted accounts to Phil for the increase costs in relation with the Manure Bin.

Site Managers' Reports:

Posbrook

- All plots are occupied, no waiting list. Still waiting for a quote from Fareham Borough Council for cutting the hedges. As stated last time we have no projects planned for this year.
- Site Shop: We sold the last of the blue slug pellets last Sunday (23rd), the turnover of stock is average for this time of year. Our income is slightly above normal for this time of year but this is due to selling a years' worth of slug pellets in four months, I expect this to level out from this month. I have placed the orders with the Garlic Farm for our delivery in September. I have another supplier that can fulfil our stock requirements for fertiliser and canes who will sell us what we require at a competitive cost; this will help in keeping our costs down the next year.

Warsash

- All plots let, no-one on waiting list. Several warning letters sent with mixed results. Follow-ups and more letters to be sent shortly. Bob has taken over dealing with a request from a non-plot holder to put hives on Site.

HPR

- Two vacant plots and four on waiting list.
- Installation of Manure Bin completed.

Sarisbury Green

- No vacancies at this time, having let 3 x 5 rod plots, which became vacant during this period. Four on waiting list.
- Financial Profile: The budgeted financial plan for 2018/19 has been updated by the Treasurer and has been amended subject to the agreement reached at the financial meeting and the notes subsequently circulated. As at this date, Sarisbury site is within budget.
- Appreciation/Complaints: None.
- Site Improvements:
 - Project for an Allotment Communal Building and toilets: Having experienced problems making contact with Fareham Borough Council Buildings Department myself, I have consulted a Chartered Surveyor, Ian Power for advice. Ian and his wife Sonya are plot holders at Sarisbury. Ian is very happy to help us on a 'pro bono' basis and knows the FBC Planning Officer very well on a professional basis. Ian tells me that he will consult with the Planning Officer to seek an opinion on permission to develop the FBC owned Sarisbury site with a building and formal planning consent.
 - Ian has visited the plot 31A with me and reviewed the proposal details. If we achieve outline consent, Ian has undertaken to prepare detailed plans for the building which we will share with the committee for authority to proceed to the next stage with the project.
 - There is just one issue which was announced by the government - Ian tells me that any building development has been halted in this area due to a build-up of nitrates in the sea. He tells me that this may have an adverse impact on the proposal for the time being.
 - Development of the allotment site corner area - Barnes Lane/St Paul's Close: There are plans to develop and maintain the Sarisbury 'corner area' as a communal area with fruit trees, wild flowers and a couple of benches and picnic tables for plot holders to relax and enjoy. It will complement our plans to promote a more social and welfare side to allotment keeping.

- Disposal of scrap metal and plastics: During the works on the corner area, a ton and a half of scrap metal was recovered from the site – we have made use of free services to dispose of the scrap metal. All scrap wood and scrub was burned in five fires.
- Two one ton bags containing plastic material, carpets and glass were disposed of at a cost of £80 by a reputable waste disposal organisation.
- Ground Works: Mr Ben Spraggon and his mini digger continue to provide his free services to progress the ground works to level out the ground. When the ground works have been completed, it is anticipated that we shall undertake weed control by spraying. When that has been successfully completed, we shall sow grasses and wild flower seeds in the autumn and planting a bank of 'bluebells' and other bulbs. We hope to get the support of the Woodland Trust.
- Communication
 - Summer Newsletter: The Sarisbury Green 'Summer newsletter' was circulated to members by email on 15th June. It has been published on the WWAA website.
 - The 'Allotment Road' Facebook social media platform continues to provide a good service to plot holders.
 - WWAA Marketing Display: With regret, the Sarisbury Show on the Green was cancelled on 6th June owing to flooding caused by torrential rain. Sarisbury Green Allotment arrangements to hold an Open Day were also halted as it relied on attendance at the Show.
 - We shall consider postponing our Open Day arrangements to the date upon which the Horticultural Show is held in August or the date on which the Junior School are holding a summer fete.
- Marketing Sub-Committee Report:
 - This year's campaign started with a bit of a damp squib, due to the cancellation of the "show on the Green", being postponed due to adverse weather conditions. That was a shame as it would have given Allotment Road a great opportunity to show off their site on an Open Day, to coincide with the show. Hopefully, future events planned will not have to contend with Monsoon like conditions.
 - Contact with Locks Heath shopping village regarding the bookings for a market stall: This proved very successful last year and on the two occasions we attended a lot of interest was generated. Also, the stall was free. This year the Centre is under new management who are not so benevolent and a charge of £30.00 is made. I don't know if gaining charitable status may change this in the future. I have provisionally booked a stall for Saturday 10th August. That gives us time to plan the layout of the stall and now it is to be manned. Some sort of interactive activity or demonstration will give the stall more appeal and the position of it will also play a part. The recent TV series "War on Plastic", spearheaded by a celebrity chef and a Countryfile presenter could be a great asset to our cause, let's hope it is still fresh in people's minds in August. Abigail has had some more posters and flyers printed in readiness for future events.
 - Warsash Parish News editor has invited us to do a regular feature about growing your own produce. I thanked them for publishing our piece that directly, or indirectly, has led to at least one new plot holder at HPR. I will be approaching other churches in our area to see if they can include similar articles in their magazines.

Meeting Closed 8:00pm

Next Meeting Tuesday 3rd Sept 2019, Warsash Victory Hall, 7pm.