



**Western Wards Allotment Association  
Minutes of Committee Meeting  
7pm Tuesday November 6th, 2018  
Warsash Victory Hall**

**Present:**

Bob Hughes (Chairman), Phil Pike (Treasurer), Keith Johnson (HPR), Alastair Burnett (HPR), David Whitlock (SG), Gill Rock (Warsash), Martin Barnett (HPR), John Parsons (Posbrook), Robin Green (SG), Pam Beecroft.

**Apologies:** Sandra Milam (Lodge Road)

**Minutes of previous meeting:** – Approved by committee

**Chairman's Report:**

Met with Keith Taylor and Rona Neilson to discuss the refreshing of the Western Wards Allotment Association Website. To enable improvements to the site, the software will be changed over to 'Wordpress'; there is a small increase in cost from £42.00 per annum to £60.00 per annum. This will enable the web team to incorporate Marketing Material onto the site as well as other features in the future.

It was noted that the current 'Forum' page is not being used, therefore it was decided to close this section from the menu.

Other Social Media Sites are also being investigated.

Each Site is requested to submit maintenance plans with budget costs for the coming year with the aim of developing a five-year maintenance plan that may be budgeted proportionate to each site income. John Parsons of Posbrook site will circulate a template to all Site Managers for review.

For Action November agenda item:

- John Parsons to review the WWAA Constitution document with a view to producing a 'Committee's Responsibilities Document' for WWAA members.
- Chairman to speak with Sue Woodbridge of FBC regarding the requirement of a number of trustees.

**Treasurers Report:**

Payments cleared since September. Meeting: -

General Account	Salisbury Green Fuel	£ 19.18
	Lodge Road – various	£ 49.88
	Salisbury Green Various	£ 64.74
	Posbrook Water	£ 6.16
	HPR - Stamps	£ 16.24
	HPR - Stamps	£ 13.04
	Posbrook/HPR Maintenance	£ 46.61
	HPR - Stamps	£ 6.96
	HPR – Padlock	£ 28.80
	Salisbury Green - Water	£ 156.82
	Hall Hire – Sept Meeting	£ 15.00
	Water – HPR 6	£ 67.15
	Water – HPR 4 & 7	£ 57.49
	TA Books – 150 off	£ 55.00

**Total £ 603.07**

Produce Account	Stock	£ 359.68
		£ 127.73
	<b>Total</b>	<b>£ 487.41</b>

Two HPR bills are currently in dispute due to incorrect charging of Surface and Waste Water drainage; Southern Water representative has visited site and agreed and will rectify the situation. There is also a dispute regarding a meter at the Posbrook Lane site which is not WWAA Responsibility.

A further 150 Tenancy Booklets have been printed and are available to Site Managers.

End of year 2017/18 accounts have been produced and are awaiting auditing sign off.

#### **Trading Hut :**

- Orders have been placed for 2019 supplies. There has been a 5% increase on costs from the supplier on Potatoes and Fertilizer
- Potatoes will be available late February 2019
- The RHS Card is to be made available from the Hut using a login/out system for usage.

#### **Posbrook:**

- Site Full. Two on Waiting List. All plots in order
- The Water has now been turned off for the Winter.

#### **Warsash:**

- All rents have been paid
- Eight on Waiting List. Six five-rod and one 10-rod available
- It has been drawn to the attention of the Chairman and Committee members that there has been a recent theft of a member's water butt from the site. It has been recommended that it should be reported to the Police.
- There has been a great community spirit at the Warsash site with plot members assisting a new disabled member with making her plot more accessible and user friendly.
- Fareham in Bloom – Best Kept Allotment Site Large – Gold Award. An Allotment Member – Gold Award.

#### **Hunts Pond Road:**

- Rent renewals outstanding, currently at 50% despite being available at site for the past four weekends. Accounts required to be settled by 10<sup>th</sup> November.
- 13 on waiting list. Eight plots vacant.
- MP Tree Surgeons have carried out an excellent job this year in the cutting of the perimeter hedges; their Spring cutting has ensured that it has stayed tidy for a longer period, therefore would like to continue with using this supplier in the future.
- A member has recently been evicted who left the plot in a terrible condition which will incur the cost of hiring of a skip to clear along with other waste and opportunistic use of the digger to be used for drainage project to clear.
- The drainage proposal at the last committee meeting has been reworked to reduce the costs involved. Orders will now be placed for equipment, payment required upfront.
- Fareham in Bloom – Best Kept Allotment Site Large – Silver Gilt Award. Allotment Member - one Gold, one Silver Gilt Award.

#### **Sarisbury Green:**

- Sarisbury has a total of 99 plots. After completing the rent renewals this has resulted in the availability of plots. There were 21 persons on the Sarisbury Waiting List which had resulted from the WWAA marketing initiative lead by Martin Barnett, HPR. It has now been possible to allocate 17 plot holders with an additional one visiting the site soon. Four from the list are no longer interested. Therefore, there are three vacant plots available.

- A competitive spirit amongst members is helping to improve the appearance of and social interaction at the site.
- Three outstanding signed Tenancy documents; these are recently adopted plots.
- The cutting of the perimeter hedge has only partially been completed by FBC during the half term, waiting for completion.
- Sarisbury have commenced a social media communication trial using a 'Facebook' account which is called 'Allotment Road'. This trial will continue to be monitored for six months and a report to be sent to the Committee with recommendations. Thank you to Abigail Harrison, Plot 31b for her management of the account and Rona Neilson for her support.
- Sarisbury plot holders have exhibited at various shows this year with great success. The overgrown plot allocated to Sarisbury Junior School (plot 32A) has turned into a productive one in just over eight months and has resulted in achieving outstanding success with a County Council Gold Award, three Fareham in Bloom Silver Awards and numerous first prizes for vegetables at shows. Fareham Borough Council is offering financial support as well as commercial and charitable organisations.
- A successful marketing presentation about Allotment Keeping was given by Martin Barnett (HPR) to 25 members of the University of the Third Age members (U3A) at St. John's Church, supported by Sarisbury management. The presentation was well received by all, looking forward to further talks to local groups.
- Issues relating to security have now ceased. Thanks to HPR for supplying anti-climb paint and access to barbed wire.
- Request for 18 cubic meter skip to dispose of unwanted non-combustible items has been approved.

**Lodge Road**

- No report

**AOB:**

- HPR – Keith to apply for Lottery Funding under the Reaching Communities England programme.

**Next Committee Meeting:** 8<sup>th</sup> January 2019 at 7pm, Victory Hall, Warsash.

**AGM** to take place on Thursday 22<sup>nd</sup> November at St. Marys Church Hall, Church Road, Warsash, commencing at 7:30pm.