

## **FINAL**

### **Western Wards Allotment Association - 2013 AGM Minutes**

Held on 13<sup>th</sup> November 2013 in the Victory Hall, Warsash

49 members signed in as present.

Bob Hughes, Chairman, welcomed members to the meeting, adding that he was encouraged by the good attendance.

#### **1. APOLOGIES:**

Apologies were received from Sandra Milam.

#### **2. MINUTES OF THE 2012 AGM:**

Accepted.

#### **3. MATTERS ARISING:**

None.

#### **4. HONORARY CHAIRMAN'S REPORT:**

In his first year as Chairman, Bob Hughes took the opportunity to visit each site, discussing issues with plot holders, including drainage and parking issues at Hunts Pond Road, and deer problems at Warsash. He thanked members who had come forward to help resolve these issues and encouraged others to step forward. He has been heartened by the commitment of allotment holders to improve, maintain and enjoy their allotments which he deemed to be of a very high standard.

The beekeeping trial at Sarisbury Green has been successful with a hive now installed at the site. The same process will be used to site bees at Hunts Pond Road, subject to ballot and approval of suitable site location.

Bob was contacted by Hampshire Constabulary and advised that PC Joanne James will be the single point of contact for allotment issues. PC James' contact details have been passed on to the Site Managers.

The newsletter and website have been worth the effort and Bob sees this as a good opportunity for him to communicate to all members.

Financially, the Association is in a sound position (see Treasurer's report below) and, with thanks to Site Managers, a healthy surplus has been maintained year on year.

In response to requests to provide a strategy for future expenditure, Bob stated that the objectives are already laid down in the rules, i.e. to keep finances in sound control, maintain a healthy surplus and continue to manage the budget. A list of projects is being compiled for each site, including additional taps at Hunts Pond Road and a new turning circle, shed and manure collection point at Warsash. Bob invited proposals for future projects, which should be accompanied by costs, and these would be discussed at future committee meetings.

In closing, Bob gave thanks to all Site Managers, their helpers and equipment officers who have all worked hard throughout the year.

#### **5. HONORARY SECRETARYS' REPORT:**

Gill apologised for the error in the letter included with the rent forms. Martin Barnett was co-opted to the committee as Site Manager at HPR in January. He had done so well in getting to grips with the job that she had forgotten that he was not elected at the 2012 AGM.

Under our new Chairman the Committee had had quite a lot to do. One of the important issues had been the change in the number of people wanting allotments. In 2010 we had 200 people waiting for plots; some had to wait over 2 years. The waiting list is now 60 and waiting time is about 5 months.

There had been an increase in bad plots probably due to last year's poor season, when record numbers gave up. With falling demand and bad plots Site Managers had sometimes made changes to how they let plots. At times tenants with well cultivated 5 rod plots were able to move to a 10 rod plot, this freed a 5 rod for a beginner. At other times good tenants had taken over an adjacent plot, these were sometimes in poor condition. This has enabled the reinstatement 10 rod plots which had previously been divided into 5 rod plots to ease the waiting lists.

10 rods is the maximum for any tenancy. However historically there are some larger plots which remain in use.

Site managers have worked hard to keep up with all this. Please realise that they are volunteers doing their best to ensure all tenants have a good plot on a well maintained site and give them your support.

## **6. HONORARY TREASURER'S REPORT:**

Phil Pike presented the finance report for the year 2012-2013 ending 30<sup>th</sup> September.

- The Treasurer reported the latest General and Shop Account balances and would be pleased to present these to any tenant on request. The Association made a surplus of £3,520.24 compared to a deficit of £2,125.73 last year. It was noted that the stated balances have accumulated over many years and is required to meet any future deficits or unplanned expenditure. No major projects were highlighted in the report but works carried out during the year amounted to £1,800, which will show in the 2013/2014 Accounts.
- Trading Hut sales were similar to last year but an increase in purchases has resulted in a larger stock holding.
- A rent payment of £500 was paid to church authorities for the Posbrook site, in line with church requirements. Ground rent amounting to £243.87 has been collected from the site for the next six months.
- It was made clear that the Allotment Association has no control over rents which are set by Fareham Borough Council. Rent calculations are based on the RPI and reviewed every two years. The funds accumulated over a number of years allow us to cover any excess expenditure.

The Chairman repeated his request for project proposals, including costs, to add to the existing list.

The Accounts were agreed, proposed by Dave Grindey and seconded by Richard Elkin.

## **7. HONORARIUMS:**

It was agreed that the Honorariums for the Chairman, Treasurer, Secretary and Trading Hut Manager should remain at £300 but the Site Managers' Honorarium should be increased from £100 to £150. The Honorarium of £300 for the Equipment Manager task would continue to be split evenly between Keith Thompstone and Norman Hatch. The Honorarium of £300 for the Chairman would be donated to charity.

## **8. ELECTIONS:**

Chairman – Bob Hughes - Carried  
Treasurer – Phil Pike – Carried  
Secretary – Gill Rock – Carried  
Trading Hut Manager – John Parsons – Carried  
Site Managers:-

Sarisbury Green – Ray Baldwin - Carried

Warsash - Gill Rock - Carried

Lodge Road - Sandra Milam - Carried

Posbrook - John Parsons - Carried

Hunts Pond Road – A vote was held to create the new position of Lead Site Manager, which was carried and Linda Tomlinson was subsequently elected as Lead Site Manager. Martin Barnett, Phil Pike and Barnaby Spragg stood for election for the remaining two Site Manager positions. Martin Barnett and Phil Pike were elected.

Comments were noted about the logic of tenants voting for Site Managers for sites other than their own.

Auditor – Brian Baker

Trustees – Vera Flynn and Richard Bastow

## **9. UPDATE ON BEEKEEPING:**

Sarisbury Green - All the tenants were in favour of the trial which has proved very successful. The trial is now complete and the owners of the bees have donated them to the site.

Hunts Pond Road - Ballot papers have now been completed, showing that 97% of tenants are in favour of keeping bees. It is hoped that the first hive will be in place by Spring 2014. Those people who have voted against will have their concerns addressed by the Site Managers. All details of the trial will be published on site notice boards and surrounding residents notified. Thanks were given to Roy Deal, Janet and Ray Baldwin for help and advice.

Tenants can discuss with the Site Manager the viability of beekeeping at their site.

## **10. MOTION 1 – THE BI-MONTHLY WWAA COMMITTEE MINUTES TO BE PUBLISHED FORTHWITH:**

Despite concerns from some committee members, it was felt that publishing the minutes would be a good way to inform plot holders of matters discussed at meetings.

Motion carried.

## **11. MOTION 2 – A LARGE SKIP TO BE PROVIDED ON AN ANNUAL BASIS TO EACH SITE**

Discussions took place on the pros and cons of providing one skip a year at each site. These discussions included the cost of the skips, the potential for them to be misused and how the management of them could be controlled. Site Managers will take these concerns into consideration in making their decisions.

Motion carried.

## **12. ANY OTHER BUSINESS:**

### **12.1 Post on the quarterly newsletter: By site the following to be added – number of vacant plots; waiting list for new members; existing members on waiting list; number of plots let since last newsletter.**

It was agreed that this information could be a useful addition to the newsletter.

### **12.2 The Summer 2013 Newsletter includes an item on the use of tyres - 'Swapping excess ....'**

It should be noted that while tyres can be used on allotments they can present a problem to subsequent tenants as they are toxic waste and cannot be taken to the tip.

### **12.3 Proposals for future projects.**

These should be handed to Site Managers in the first instance who will present them for discussion at future committee meetings.

12.4 **Proposal for a scheme whereby new and/or potential tenants could work alongside senior tenants.**

It was agreed that this would be an excellent way to both assist any elderly tenants with heavy work and at the same time provide valuable advice to new tenants on how to work a plot.

12.5 **Eviction Notices.**

The Chairman will discuss with Site Managers their methods for managing site evictions.

12.6 **Surplus produce.**

A suggestion to offer surplus produce to school harvest festivals was discounted as schools are unable to accept perishable food items. Any excess could, however, be offered to local lunch clubs.

12.7 **Parking difficulties at Sarisbury.**

At the next meeting, the committee will discuss a tenant's request for the council to paint double yellow lines outside the entrance to the Sarisbury site, to help prevent parents obstructing the entrance during school drop-off and collection times.

There being no other business the Chairman thanked all those people who attended and closed the meeting at 21.45 hours.