

## 23<sup>rd</sup> September 2014, Draft Minutes for the Allotments Liaison Meeting.

Attending: Federation Committee; Wendy Skinner Smith (Chair), Ian Sheppard (Vice-Chair) Richard Barrett (Secretary), John Lardner (Treasurer) and Jon Piggott, Ian Haynes Parks Operational Manager and Mark Lygo Councillor and Executive Board Member.

Associations; Barns Court – Barracks Lane- Andrew Fairweather-Tall, Sarah Baker Wilks. Bartholomew Road – Richard Barrett. Bartlemas Close (Links) – Susy Lee, Ed Bonn, Alistair Mallick. Barton Fields – . Cowmead – Sarah Dash and Faith Phipps . Cripsey Meadow – Claire Pike. Cutteslowe - Ian Sheppard. East Ward – Stuart Young, Mike Harris. Eden Drive – Tony Harris, Mike Halliwell. Elder Stubbs – Phil Creame. Fairacres Road –John Piggott. Fairview –. John Garne Way – David Ruffles Ron Smith. Kestrel Crescent Roy Leach. Lower Wolvercote – . Marston Ferry & Blackhall – . Minchery Farm – Clive Bevan . Osney St Thomas – Nick Jackson . Ramsay Road – Brian Macmilan. Risinghurst – . Rose Hill (Lenthall Road) Colin Sharp –. South Ward - David Allen. Spragglesea Mead – Michael Walker . St Clements/Pullens Lane – . Town Furze -. Thompson Terrace –. Trap Grounds - . Upper Wolvercote –Zeb Johnson Claire Kelly . Van Diemans Lane – Susanne Marbury. Watlington Road – Bill Wright.

Apologies for absence, Tim Treacher, Caroline Duffy and John Hastings

1/ Minutes and Matters Arising. The April ALM minutes were agreed. There were no matters arising

2/ The chair remembered Michael Fernandez who had died recently. An informal conversation followed about his long contribution to the Lenthall Road allotment association. An envelope was passed around for donations towards the charity Vascular Dementia. £21.56 was raised and given to Colin Sharp. Colin, chair of Lenthall Road, had attended the funeral and recounted one of the many stories that arose from Micheal's previous work before he had come to the UK as an Asian from Uganda.

3/ Ian Haynes reported that he had received 9 grant applications totalling £7284. These were as follows:

<b>Association / Site</b>	<b>Project Area</b>	<b>Grant Amount</b>
Thompson Terrace	Plot Clearances	£1350
St Clements & District/	Gate repair and 25m fencing	£1000
Risinghurst	Plot Clearances	£614
South Ward	Gate sign	£145
East Ward	Plot restoration / raised beds	£1376
Bartlemas Close	Boundary Maintenance	£492
Minchery farm West	Plot Clearance / replacement keys	£606.54
Lenthall Road,rosehill	New gate lock and keys	£700
Barton Fields	Creation new raised plots	£1000
	<b>Total</b>	<b>£7283.54</b>

The grant allowance was £3940. This had been discussed by OCC officers and ODFAA committee. We understood the information posted on the application form was not as agreed at the April meeting. Apologies were received from IH. We agreed to recommend to the meeting that we pay all the applications by using some of the reactive maintenance budget which presently had no calls on it. A vote was called to accept this.

26 votes - For

2 votes – abstain

It was agreed all these applications would be met. Cheques would be posted in due course. A member asked how to apply for using the reactive maintenance budget. IH replied that the money was there to meet emergencies. Any underspend had previously been used for the grant projects agreed by the members in April. This year this was Inclusive Access (20 votes), signage (13) and water harvesting (6).

4/ A sheet with details of the current rent review was handed out, this time including flooding discount to those associations highlighted in blue. One association asked about appealing the decisions due to an incorrect land area. The chair stated all leases contained a clause about appeals and these should be made by the association to Corporate Assets. However the appeal should not contravene any of the basic principles on which the review had been agreed by all. A member asked if the rent money received be returned to allotments in the form of spending and grants? The chair stated this had been raised in earlier meetings and had been firmly agreed. This reminder would provide a further minute of this intention. On the advice of IH Wendy agreed to further clarify Allotment budget as council budget still suggested it was higher than just the rents from associations. As the sub stations were on designated allotment land associations should benefit from this income. Presently it went into the Parks budget. Another question arose regarding the next review in seven years, would this also review leases? The chair replied that the present lease ended in 2021 and it would then be reviewed.

5/ Ian Sheppard spoke on behalf of Tim Treacher who was unavailable. He described the recent round of judging of 10 allotment sites and 51 individual allotments. At the forthcoming Awards Evening on 30<sup>th</sup> October the prizes would be presented by John Alcock. All entrants would be invited and a representative from every Association. The invitation included one free drink available, then a pay-bar was provided.

6/ John Lardner spoke about the Gardeners Question Time event scheduled for the 25<sup>th</sup> November. Flyers were handed out giving details of this and the visit to Spragglesea Mead Allotments on the 4<sup>th</sup> October. Steve Brookes would be the guest for the GQT. He was known to many from his seed stall at the Elder Stubbs Festival. He has also written a book called the Greatest Gardening Tips and is sometimes heard on BBC local radio.

7/ The visit to Spragglesea Mead was discussed with a view to parking, and the use of shredders for composting.

8/ The Chair apologised for not having brought any printed material with regard to the [Good Food Charter](#) which the ODFAA had been invited to sign. A link was on the web site and we were now signatories. Members were asked to look at the link and bring any ideas to the next meeting. "The aim of Good Food Oxford is to identify and catalyse actions by individuals and organisations that will measurably reduce the greenhouse gas emissions associated with Oxford's food system while promoting environmental sustainability, social inclusion, health, wellbeing, the local economy and a thriving food culture" Clearly allotments are an important part of the local food movement.

9/ Parks officers and ODFAA committee had discussed this at their last meeting and agreed to recommend to the meeting that we bring an end to posted copies of Allotment Liaison Meeting paperwork in favour of emailed copies. The recommendation was based on the premise that with present modern communication all could be kept informed without the consumption of time and money and paper the present system consumed. This was the greener option. It was proposed that Parks would continue to send emails and information about ALM and ODFAA meetings to all those on the ODFAA database list. **Parks would provide one paper copy to any association with no email contact (only one known) and a limited number would be available at the meeting.**

**A vote was taken. For 23 votes – Against 4 votes – Abstain 3 votes – The motion was carried.**

10/ AOB

The new insurance certificates were handed out to member associations present in anticipation of renewal on October 11th. These were only valid for associations that had paid their federation membership

Ian Haynes advised the meeting of his departure from Oxford Parks to a similar role nearer to his home in Hertfordshire. Ian Sheppard would stand in as a temporary replacement. Wendy thanked him and asked the meeting

The availability of Parks compost was discussed with the chair stating that those sites that had been flooded over winter for two successive years should get priority as they had missed out due to excess water on the land. IH thought there was not much stock for circulation

8-20 PM Group workshop on Roles of Committee members and officers. Summary will be available for the next meeting

9PM meeting ends