

Allotments Liaison Meeting

Draft minutes of ALM meeting held at Oxford Town Hall on Tuesday 4 April 2017.

Attending:

Barracks Lane – Pam Wilson, Rebecca Mead	Bartlemas – Susi Lee
Barton Fields – M.S. Evans, Janette Washington	Cow Mead – Faith Phipps, John Hastings
Cripley Meadow – Wendy Skinner Smith	Cutteslowe – Ian Sheppard
East Ward – Stewart Young, Clare Ferguson	Fairacres Road – Jon Piggott
Headington Eden Drive – Mike Halliwell, John Lardner	Headington John Garne Way – Alan Cooper
Lenthall Road Rose Hill – Colin Sharp	Marston Ferry & Blackhall – George Gunn
Ramsay Road – Brian McMillan	Sorrel Road – Bill Wright, Russel Price
Spragglesea Mead – Michael Walker, Tim Treacher	St Clements – P Baker
Town Furze – Mary Gill	Van Diemans Lane – Samantha Chapman
Kestrel Crescent – Roy Leach	Minchery Farm West – Clive Bevan
Fairview – Catherine Grundy, Priscilla Grant	Osney, St Thomas & New Botley – Nick Jackson
Stuart Fitzsimmons (OCC Parks)	

[22 Sites represented]

1. Welcome by the chair.

Meeting was chaired by Wendy Skinner Smith. Reps from 22 sites and Parks were thanked for attending.

2. Apologies for absence.

Cutteslowe – Bob Findlay	Ramsay Road – Bob Benthall
Headington Brasenose Farm – Bill Edwards	Trap Grounds – Virginia Wallis
Marston Ferry & Blackhall – Gillian Morris Kay	Sorrel Road – Sylvia Cann
Risinghurst – Jayne Wright	

3. Minutes of the last ALM.

Minutes of the last ALM held in October had been circulated and were agreed as an accurate record.

4. Report on 2016-2017 Budget and reactive maintenance spend.

SF reported that the allotment budget had been fully spent.

2016-17 was a good example of why OCC is wary of committing all of the reactive maintenance budget at the start of the financial year as recent reactive maintenance requirement of c. £5,000 on a single site. Consequently all successful recent grants (January 2017) have been reduced by 29% pro rata.

Final financial report to be given at next ALM when final figures available.

The ALM made a recommendation for the grants section of the budget to be £1,000 larger due to the addition of reallocated competition funds.

5. Report on Capital fund fencing allocations and costings.

SF reported that the original £61,000 of capital had been spent on fencing on a number of sites.

Most sites were happy with what had been provided although there are still issues outstanding at Sorrel Road – remaining fencing requirements at that site.

A reminder to all members that deadlines are there for a reason – usually to make sure information can be collated and presented to an appropriate Council meeting

6. Focus for OCC Allotment Grant fund 2016-2017.

Normally choose the focus/scope for OCC allotment grants at this meeting,

SF noted that under grant conditions it is stated that OCC will audit to make sure funds spent on the right things. OCC Parks will be writing to Associations shortly asking for evidence for last 3 rounds. Failure to comply will rule Associations out of future grant rounds. Copies of accounts are also requested but often not supplied – if these are not supplied then the same will result.

As last year, no funding for clearance, fencing, or machinery – otherwise open call e.g. Access, water harvesting, communal composting, fire bins etc.

Note: disabled access covers wide range of interventions so members encouraged to think creatively.

7. Zurich Insurance for 2017-18.

As of 3rd April the following Associations had still not returned the relevant paperwork required for insurance purposes: Trap Grounds, Spragglesea Mead, Risinghurst, Ramsay road, Old Marston, Lower Wolvercote, Fairview, Court Place, Bart Road, Sorrel Road.

All members to chivvy their Associations to complete the returns and send them to JL. **A1**

Note: Now no longer able to add sites during the year and will be **in breach of your lease**.

8. Update on Planning [Brasenose, Minchery Farm East, Barton, Horspath].

Brasenose update: new shed and fencing already going up. Council have been very helpful and listening to views of Association.

Horspath update: now deregulated so available as planning equivalent. Have got some compensation for this in terms of £35,000 of work for setting up Denny Gardens.

Barton update: have had meetings with developers. Issues around destruction of hedgerow and trees. Council biodiversity guidelines not being adhered to by developers. WSS to look out copies of the original documents (planning agreement) and see what was originally promised. **A2**

Note: Need to remember our primary function is as allotment associations and not as nature reserves.

Some members wondered whether under-utilised allotment land could be maintained rather than give it up for housing development?

ODFAA always do have discussions with local people to see if allotments can be used but do happen but if there is no interest in for it as allotments then addressing the housing problem in Oxford is the next best option. Used to have a lot of run-down land whereas now we have a smaller area of highly-maintained allotment land with record rates of usage.

9. Progress of Oxford Flood Alleviation Scheme.

ODFAA committee have been liaising with the Environment Agency regarding elements of the OFA scheme that could/would impact on at least two sites (Botley Meadow and Cow Mead).

Oxford is mentioned on the list of EA flood prevention measures so it looks like it will be going ahead.

There will be another meeting for south Oxford that will be relevant to Cow Mead – WSS to find date of Lake St Community centre EA OFAS event. **A3**

10. AOB.

- WSS to look for alternative date for next committee meeting – i.e. not May 17th **A4**
- East Ward still have problems with muntjac deer – SF suggested person who gave H&S talk at last ALM would be the best one to talk to.
- Whitehorse Project [East Ward]: no progress with rehabilitation of this area. Being dealt with by OCC Property division, looking for alternative uses – four potential interested parties.
- It will be the ODFAA Centenary in two years' time – what support for this would come from OCC? OCC Parks and ODFAA Committee will look into this and report back. **A5**
- Ed Bonn is leaving OCC Parks department soon, so contact will be somebody new.

NJ/5Apr2017

Provisional dates for ALM meetings, Committee meetings and deadlines:

2017		
April 4 th	6.30 -7 pm/7.15	O&DFAA AGM/Allotment Liaison meeting
May 1 st	Insurance renewal (fees paid and insurance paperwork received by AGM)	
May 17 th	7pm	O&DFAA committee planning meeting – Chair's house.
May 26 th	OCC should have sent Grant forms out to associations before end of May	
Aug 15 th	8.30am	OCC/O&DFAA Fed Committee
September 26 th	7 for 7.15pm	Allotment Liaison meeting
November	TBA	O&DFAA Talk
Dec 5 th	8.30am	OCC/Fed Committee
2018		
Jan 23 rd	7pm for 7.15pm	Allotment Liaison meeting
March 13 th	8.30am	OCC/O&DFAA Fed Committee
April 10 th	6.30 -7 pm/7.15	O&DFAA AGM/Allotment Liaison meeting