

# Oxford and District Federation of Allotment Associations

Founded 1919

working together for Oxford allotments

**2016 Officers** **Chair** Wendy Skinner Smith 48 Helen Road OX2 0DE [wendy@wendyskinnersmith.co.uk](mailto:wendy@wendyskinnersmith.co.uk) (Cripsey Meadow) **Treasurer/Vice Chair** John Lardner 8 Snowden Mede, OX3 7TQ, [johnlardner@hotmail.com](mailto:johnlardner@hotmail.com) (Eden Drive) **Minute Secretary** Nick Jackson 68 Edwin Court, Binsey Lane OX2 0QT [najackson@btinternet.com](mailto:najackson@btinternet.com) (Osney, St John & New Botley) **Co-opted members** Tim Treacher 51 Western Road OX1 4LF [treachers@phonecoop.coop](mailto:treachers@phonecoop.coop) (Spragglesea Mead and Dean's Ham) Ian Sheppard 3 Cutteslowe Park Cottages, OX2 8ES [shep0204@hotmail.com](mailto:shep0204@hotmail.com) (Cutteslowe)

March 2017

Dear ODFAA members,

As a member of O&DFAA you are invited to join us for the Annual General Meeting of the Oxford and District Federation of Allotment Associations on **Tuesday 4 April at 6.30pm in the Town Hall St Aldates, Oxford**. The meeting will receive reports and accounts from last year and elect the Officers and the Committee for 2017. **This will be followed at 7.15 by the Allotment Liaison Meeting**. This is a joint meeting managed by O&DFAA and Oxford City Council officers.

We have received seconded nominations for the following officers: **Wendy Skinner Smith** as Chair (Cripsey Meadow); **John Lardner** as Treasurer (Eden Drive). **Nick Jackson**, Secretary of Osney, St John & New Botley Allotment Association.

As you can see **we need more members to help with O&DFAA committee work**. With Tim and Ian stepping down this year we are presently just 3! O&DFAA offers more to members than in any time in its history and has increased devolvement from OCC. This work is now proving difficult as there are too few people to share tasks. There are only 4 committee meetings a year, generally early morning 8.30ish in the Town Hall and 3 ALMs on specified Tuesday evenings. If the morning meetings are a problem this is something we could discuss changing. It is important committee members can attend the meetings. The annual report will give you details of what we do through the year. We need more people on the committee to offer different viewpoints and to keep us aware of wider city factors. It is also a good way to learn more about managing allotments. It would be great to have nominations from sites not presently represented on the committee. Please email Wendy if you would like more Information. Provisional dates are on the agenda.

If you wish to make a nomination, please send in the form included in this package to John Lardner with your payment and subscription form. Nominations from paid up members can be made at the meeting. Only paid up members have voting rights at the AGM. Each association has one vote for its first 100 members or part thereof, plus another for each additional 100 members or part thereof. Our present membership includes 34 of the 35 open allotment associations in Oxford and District.

Our renewal of the O&DFAA Zurich insurance requires you to update information from your site. As last year to qualify you must complete and **return the forms from John Lardner** either at or before the April meeting. We need this time to process the paperwork before the renewal on May 1<sup>st</sup>.

**The Agenda is on the back of this letter. Your subscription, Zurich, Data check and nomination form will be sent in a separate email package. The annual report and annual accounts will be circulated by email before the meeting.** The AGM gives us all the chance to meet and plan. O&DFAA now has more members than at any time in its history which dates to 1919. We look forward to seeing you at the meeting. A copy of the paperwork will be available on the web site.

2016 was reported as a good year for growing and no doubt you are now busy on crops for 2017. The strap line for the ODFAA web site is **working together for Oxford allotments**. Oxford has a thriving allotment provision which is improving year on year thanks to the hard work of our c.150 committee volunteers and over 2,500 members. Working together we can ensure that the space available is well used so as many as possible can continue to enjoy a healthy and productive future.

Yours sincerely,

*Wendy Skinner Smith, John Lardner, Nick Jackson Tim Treacher, Ian Sheppard,*

## *The 2016 Federation Committee*

### **O&DFAA AGM Agenda for Tuesday 4 April 6.30pm 2017**

1. Welcome by Chair, Wendy Skinner Smith
2. Apologies for absence
3. Minutes of the last Annual General Meeting 21 April 2016 (These were circulated one month after the last AGM and have been on the web site since. Matters Arising
4. Annual Report for 2016 (attached) Questions on the Annual Report
5. Annual Accounts for the year 2016 (attached) questions on Treasurer's Report
6. **Election of Officers and Committee Members:**
7. AGM item: Suggestions for 2017 talks and ALM sessions.
8. AOB

**From 7pm to 7.15pm members are encouraged to meet other committee members, OCC Officers and O&DFAA committee members.**

### **The Allotment Liaison Meeting Agenda for 4 April at 7.15pm.**

1. IT/SF report on 2016-2017 Budget and reactive maintenance spend, including remaining grant allocations. Produce 2016 to 2017 OCC Budget for our records.
2. IT/SF OCC to report on Capital fund fencing allocations and costings.
3. ALM to agree focus for OCC Allotment Grant fund 2016-2017. OCC Grant Application forms will be issued in May. SF to clarify conditions for reporting the spending of grant money and responsibility of associations to be primarily financially independent. The Allotment budget is essentially our association rent monies.
4. Zurich Insurance. John has your 2016 forms available for reference
5. Update on Planning re. Brasenose, Minchery Farm East, Barton, Horspath
6. Progress of EA Flood Alleviation Channel
7. Provisional dates for ALM meetings and committee meetings are below

#### ***April 4th Tues 6.30 -7 pm O&DFAA AGM /7.15 Allotment Liaison meeting***

*May 1<sup>st</sup> Insurance renewal (fees must be paid and insurance paperwork received by the AGM)*

*May 17<sup>th</sup> Weds O&DFAA committee planning meeting 7pm Chair's house.*

*May 26<sup>th</sup> OCC should have sent Grant forms out to associations before end of May*

*Aug 15th Tues 8.30am OCC / O&DFAA Fed Committee*

#### ***September 26<sup>th</sup> Allotment Liaison meeting 7 for 7.15pm***

*November O&DFAA Talk TBA*

*Dec 5th Tues 8.30am OCC /Fed Committee*

#### ***2018 Jan 23rd Tues Allotment Liaison meeting 7pm for 7.15pm***

*March 13th Tues 8.30am OCC / O&DFAA Fed Committee*

*April 10th Tues 6.30 -7 pm O&DFAA AGM /7.15 Allotment Liaison meeting*

1. AOB  
Our booking ends at 9pm