

2018 04 10 AGM

Draft Minutes for the Oxford and District Federation of Allotment Associations

Annual General Meeting 10th April 2018

Attending:

Federation Committee:

Wendy Skinner Smith (Chair) John Lardner (Treasurer) Nick Jackson (Minutes Secretary)
Roy Leach Janet Woodman

Associations:

Barns Court – Dave Robertson	Headington John Garne Way – Mary Cooper
Bartlemas Close – Richard Weston	Kestrel Crescent – Roy Leach
Barton Fields – Michael Evans, Janet Woodman	Lenthall Road Rose Hill – Jon Piggott
Brasenose Farm – W.C. Edwards, R. Chambers	Old Marston Mill Lane – Daniela Vlad
Cow Mead – Faith Phipps, John Hastings	Osney, St Thomas & New Botley – Nick Jackson
Cripley Meadow – Wendy Skinner Smith	South Ward – D. Allen
Cotteslowe – Ian Sheppard	Spragglesea Mead – Michael Walker, Tim Treacher
East Ward – Stewart Young	St Clements – Penny Gardner
Elder Stubs – Phil Creme	Town Furze – Mary Gill
Fairacres Road – Paul Hopkins	Van Diemans Lane – Samantha Chapman
Headington Eden Drive – Mike Halliwell, John Lardner	
Total 21 associations represented	

1. Welcome by the chair.

Wendy Skinner Smith thanked all for attending. All asked to thank their committee members without whom allotments in Oxford wouldn't survive. **A1**

2. Apologies for absence.

Bill Wright (Sorrel Rd)	Bob Findlay (Cotteslowe)
Michael Evans (West Minchery farm)	Sharon Murray (South Ward)
Virginia Wallis (Trap Grounds)	Alan Cooper (John Garne Way)
Neville Dodson (Brasenose Farm)	Nadeem Aftab (Town Furze)
Phil Baker (St Clements)	

3. Minutes of the last AGM 4 April 2017 and Matters Arising.

- These had been circulated to the membership and were accepted as a true account of the meeting.
- There were no Matters Arising.
- Corrections – Sharon Murray (South Ward) and Jon Piggott (Lenthall Road) attended but had been missed off the sign-in sheet – NJ to correct. **A2**

4. Annual Report.

- Annual Report had been circulated – no questions were raised.
- Some points will be coming up as agenda items for this meeting.

5. Annual accounts and Treasurers report.

- Documents had been circulated: Treasurer's report, Transaction List and Summary from Accounts inspector at Headington
- Comparison of this FY with last years.
- A few more members across the city.
- There is £4,099 in the bank at the moment. Enough to allow us to run events in the next 12 months and to cover the initial insurance bill before being reimbursed by the Council.
- The accounts were proposed and seconded as a true record and were accepted.
- John Lardner was thanked for his good work as Treasurer.

6. Election of Officers and Committee members.

The existing officers and committee members were unanimously elected, unopposed:

- Chair – Wendy Skinner Smith (Cripsey Meadow)
- Treasurer – John Lardner (Eden Drive)
- Minutes Secretary – Nick Jackson (Osney St Thomas & New Botley)
- Roy Leach (Kestrel Crescent)
- Mike Halliwell – Committee member – working primarily on leases (Headington & District)
- Phil Baker – Committee member – working primarily on Centenary issues (St Clements)

7. AGM item: Data Protection Plan for ODFAA

- GDPR (General Data Protection Regulations) – successor to current Data Protection Act
- Cripsey Meadow GDPR sub-committee working on this. We will circulate a suggested route forward.
- THRIVE website provides simple advice: <https://wewillthrive.co.uk/resources/blogs/gdpr-where-to-start>
- Note that members have to actively opt-in to allow their details to be stored/used.
- Applies to any and all data – e.g. card indexes as well as electronically stored data.
- It was noted that a different approach for committee members may be necessary whose details may be shared more widely.
- Nick Jackson will take on the responsibility of GDPR Data Controller for ODFAA as he is responsible for updating the Association representatives contact details. **A3**

8. AGM item: Centenary celebration preparation planning

- Will be dealt with as part of the Allotment Liaison Meeting which follows.

9. Federation Fee for 2018/9 remains the same.

- Agreed.

10. AOB.

- Query from one association regarding auditing requirements for their accounts. It was noted that most allotment association rules use 'inspecting accounts' instead.

There being no other business the meeting closed at 7.15pm