

Allotments Liaison Meeting

Draft minutes of ALM meeting following the AGM at Oxford Town Hall on Tuesday 10 April 2018.

Association:	Attending*:	Apologies:
Barns Court	Dave Robertson	
Bartlemas	Richard Weston	
Barton Fields	Michael Evans, Janet Woodman	
Cow Mead	Faith Phipps, John Hastings	
Cripley Meadow	Wendy Skinner Smith	
Cuttleslowe	Ian Sheppard	Bob Findlay
East Ward	Stewart Young	
Elder Stubbs	Phil Creme	
Fairacres Road	Jon Piggott, Paul Hopkins	
Headington Brasenose Farm	W.C. Edwards, R. Chambers	Neville Dodson
Headington Eden Drive	Mike Halliwell, John Lardner	
Headington John Garne Way	Mary Cooper	Alan Cooper
Kestrel Crescent	Roy Leach	
Lenthall Road	Jon Piggott	
Minchery Farm West		Michael Evans
Old Marston Mill Lane	Daniela Vlad	
Osney, St Thomas & New Botley	Nick Jackson	
St Clements & District	Penny Gardner	Phil Baker
Sorrel Road		Bill Wright
South Ward	D Allen	Sharon Murray
Spragglesea Mead & Deans Ham	Michael Walker, Tim Treacher	
Town Furze	Mary Gill	Nadeem Aftab
Trap Grounds		Virginia Wallis
Van Diemans Lane	Samantha Chapman	
OCC Parks	Stuart Fitzsimmons	

* Please note if you **did not sign** the attendance sheet circulated in the meeting you will not be listed here

1. Welcome and apologies.

- Meeting chaired by Wendy Skinner Smith. Reps from 21 sites and OCC Parks were thanked for attending.

2. Minutes of the last ALM

- The minutes of last ALM held 30 January 2018 had been circulated [late] and were agreed as an accurate record. Minutes have been on the website but were only emailed out today – apologies for this.
- Corrections – Sharon Murray (South Ward) and Jon Piggott (Lenthall Road) attended but had been missed off the sign-in sheet – NJ to correct. **A1**
- Mary Cooper was organising a RHS visit rather than a talk as stated in the minutes

3. Oxford City Council Reactive maintenance budget 2017-2018 update

- 2017-18 budget has all been spent. Grant applicants should have heard back by now.
- Rather than losing it at the end of the financial year, the amount remaining after grants were made was allocated to ODFAA for the 2019 Centenary.
- Brasenose fencing application had been declined. Brasenose issues including maintenance work done by volunteers to be discussed with SF. **A2**

- c. £500,000 spent on fencing allotments over the last decade.
- It will be essential going forward that Associations consider developing Site Asset Management Plans. WE need to ensure the new OCC leases are realistic with regard to covering costs.

4. Focus for next OCC Allotment Grant round 2018-2019

- Forms should be sent out from OCC before the end of May.
- Focus on composting, water harvesting and solar power – focussing on sustainability; building & site security; accessibility.

Priority	Score
Composting	21
Water harvesting	13
Solar panels	15
Site security	10
Fencing	10
Accessibility	9

5. Zurich Insurance

- Contact John if you need to see last year’s form for reference.
- Insurance in progress – company very slow to respond.
- Significant improvement in returning forms to JL this year. However, blank forms from two sites, and two others with no response at all.
- Insurance cover runs from 1st May, but certificates may not arrive until July

6. Suggestions for 2018 talks & activities

- Decided that handouts will be provided to take away after future talks.
- No-dig agriculture (Charles Dowding?); Organic pest control
- Provisional booking for Pennard Plants at West Oxford Community Centre for Jan 6th 2019.

7. Centenary plans

- WSS meeting with lots of people. Malcolm Graham, a local historian with lots of allotment experience, is going to provide a short summary on allotments in Oxford generally.
- Phil Baker, who took on sorting out our archive, has agreed to join the committee and write our ODFAA summary.
- We anticipate maybe a 70 – 100 page booklet (no photos but may use some drawings from photos). Phil is exploring publishing costs and print runs to see if we need .
- We now have a list of resources available and this is attached. Some are online refs but if you wish to follow up on any of the personal contacts please contact Phil Baker first philbgood@hotmail.co.uk as these will not relish lots of separate contacts
- Four Draft one-pagers received already (Elder Stubs, Cow Mead, Cripsey Meadow and South Ward) These will be circulated as attachments to these minutes. **A3**
- Other activities may include: suggested centenary competition with appropriate centenary prizes; Series of open site days; Each site provides a short video for the web site.
- We may run the centenary year from August 2019 onwards for historical accuracy.

8. Preparation for new Leases

- It would be helpful if members could send us an electronic copy of their constitution and/or rules so we can how they modify the rules as allowed. All to contribute rules etc. to WSS. **A4**
- Mike Halliwell will identify inconsistencies between them and individual leases so we have a firm base for what is common to all.
- Mike Halliwell is doing a summary of all the present leases to determine any significant changes between then. Most date from 2001; 1987 for some.

9. AOB.

- Competition trophies need to be returned to Town Hall front desk or to Park at Cutteslowe Park:
 - South Ward – Diana
 - Elder Stubs – Johanne
 - Lenthall Road – Ian & Helen
 - Cripsey Meadow has returned site shield, still needs to return under 30s cup
- Aug 18th – Elder Stubbs festival [include link in minutes] and add to calendar. **A5**
- Council compost – none available last year as it was contaminated by bindweed. Wharton Farm and links on Cripsey Meadow website.

NJ/13Apr2018

Provisional dates for ALM meetings, Committee meetings and deadlines:

2018		
January 30 th	7pm for 7.15pm	Allotment Liaison meeting
February 9 th	OCC should have sent Grant forms out to associations by the 9 th Feb	
February 22 nd	2.30pm – 7pm	Potato Fair at West Oxford Community Centre
March 13 th	3.30pm	OCC/ODFAA Fed Committee
April 10 th	6.30 - 7pm/7.15pm	ODFAA AGM/Allotment Liaison meeting
May 1 st	Insurance renewal (fees must be paid and insurance paperwork received before/at AGM)	
May 23 rd	Weds 7pm Chair's house	O&DFAA committee planning meeting
May 26 th	OCC send Grant forms out to associations before end of May	
August 14 th	Tues 3.30pm - 4.30pm 4.30pm - 5.30pm	OCC / O&DFAA and Fed Committee ODFAA committee
August 18 th	TBC	Elder Stubbs Festival
September 25 th	Tues 7 for 7.15pm	Allotment Liaison meeting
November	TBA	O&DFAA Talk
December 11 th	Tues 3.30pm - 4.30pm 4.30pm - 5.30pm	OCC / O&DFAA and Fed Committee ODFAA committee
2019		
January 6 th	10am - 1.30pm	Pennard Plants at WOCC
January 22 nd	Tues 7pm for 7.15pm	Allotment Liaison meeting
March 12 th	Tues 3.30pm - 4.30pm 4.30pm - 5.30pm	OCC / O&DFAA and Fed Committee ODFAA committee
April 9 th	Tues 6.30 - 7 pm 7.15 - 9pm	O&DFAA AGM Allotment Liaison meeting