

## Allotments Liaison Meeting

Draft minutes of ALM meeting following the AGM at Oxford Town Hall on Tuesday 9 April 2019

Association:	Attending*:	Apologies:
Barns Court	Dave Robertson	
Bartlemas Close	Tracy Crossman, UNREADABLE	
Barracks Lane	Stephen Pegg	
Barton Fields	UNREADABLE	
Brasenose Farm	W.C. Edwards, Tim Graham	
Court Place Farm	Alan Milosevic, Dorothy UNREADABLE	
Cow Mead	John Hastings	Faith Phipps
Cripley Meadow	Emma Delap, Wendy Skinner Smith	
Cuttleslowe	Ian Sheppard	Bob Findlay
East Ward	Stewart Young, Clare Ferguson	
Elder Stubbs	Phil Crème	
Fairacres Road	Paul Hopkins	
Fairview	Priscilla Grant, Catherine Gundry	
Headington Eden Drive	John Lardner	Mike Halliwell
Headington John Garne Way	Alan Cooper, Mary Ashford	
Kestrel Crescent	Roy Leach	
Lenthall Road (Rose Hill)	Lorin Watt	Jon Piggott
Lower Wolvercote	Peter Mayne	
Marston Ferry & Blackhall	Gillian Morriss-Kay	
Minchery Farm West	Michael Evans, Les Blewitt	
Old Marston Mill Lane		
Osney – Twenty Pound Meadow	Nick Jackson	
Osney – Botley Meadow	Nick Jackson	
Risinghurst	Jenny Bowles	
St Clements & District	Penny Gardner, Phil Baker	
Sorrel Road		
South Ward	Emma Tinker	
Spragglesea Mead & Deans Ham	Joy Wilson, Tim Treacher	Kathy Bramble
Town Furze	Sadia Azeem	
Trap Grounds	Bob Crabtree	
Van Diemans Lane		Peter Sims
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. 37 Reps representing 28 sites and OCC Parks were thanked for attending.
- Emma Taylor (OCC) and Cllr Louise Upton have sent their apologies.

### 2. Minutes of the last ALM

- The minutes of ALM held 22 January 2019 had been circulated and agreed as an accurate record.

### 3. Lease Progress

- You should all have returned allotment survey questionnaires due last September. Several of these have still not been returned – Emma Taylor is chasing these.

- Emma is currently seeking internal Council approval for the proposed updated lease processes.

#### 4. Oxford City Council Reactive maintenance budget 2017-2018 update

- Final out-turn unavailable as year-end was only a week or so ago. Once this is available SF will circulate to ODFAA. **A1**
- C. £3K left in March: used for a second round of grants. Associations who were successful were: Barns Court, Barracks Lane, Fairacres, John Garne Way, Osney St Thomas, St Clements & District.
- Agree focus for OCC Allotment Grant fund 2018-2019. ODFAA /OCC recommend we use grants this year for security, accessibility, composting and water harvesting.
- Other suggestions included: muntjac deer culling! – Unlikely to be able to get this past OCC. Better to contact a pest control firm. It was reported that either lion hair or even human hair deters deer.
- Agreed to broaden definition of water harvesting to include boreholes as it is harvesting groundwater. As the cost of boreholes is expensive it is likely that OCC would only to be able to provide funds to match Association spend.
- Grants cannot be used for machinery.
- Budget will be £3,900 plus any non-spend accumulated during the year.
- OCC Grant Application forms will be issued in May latest but hopefully before Easter. **A2**

#### 5. Zurich Insurance

- Zurich covers our employee and public liability insurance. Renewal policy came in yesterday.
- This policy is distinct from any possible insurance cover for assets *e.g.* Association sheds. Difficult situation as cover is available but probably useless as Associations don't actually own these assets.
- Alison Nash and Emma spoke and proposed new lease would assign all buildings and structures to ODFAA – but we don't think that would work.
- It would be better to assign these to the Associations for the duration of the lease. These would then form part of an Association's Site Asset Management Plan.
- Negotiations are ongoing. Solution needed by the time the new leases commence in 2021.

#### 6. Suggestions for 2019 talks & activities

- Speaker on allotment site security

#### 7. Report on Pennard Plants day

- Provisional booking for Pennard Plants at West Oxford Community Centre (WOCC) for Jan 5<sup>th</sup>, 2020 with similar opening but suggest 10.00am to 1.30pm hall booked for 9am-2.30pm
- ODFAA pay for venue and advertising but we get a small percentage of their sales.
- Some varieties aren't available that early but the previous year the event was later and they had sold out of some varieties.

#### 8. Centenary plans

- 3 not quite finished versions of the Centenary Publication being circulated round the meeting.
- Oxford – Grenoble link is 30 years old. Suggested a visit to Grenoble on 10<sup>th</sup> May or failing that a synchronised event *e.g.* a tree planting. Various suggestions for where the crabapple tree could be planted – Fairacres suggested as a possible site given their previous involvement in the Grenoble link. To be discussed offline after meeting. **A3**
- Centenary Day is 21<sup>st</sup> August but a weekend around National Allotment Week would be good if we could advertise that each ODFAA site is doing something around the same time. 16 expressions of interest.

- Competition – not a lot more to say than at last two meetings, repeated below:
- Key change – **Associations have to choose their best plot in each category** to put forward and prizes are increased.
- There will be a winner and runner up prize for each of the categories.
- Entry by Associations to qualify for ‘Best site’ award requires a minimum entry of one plot in **at least three of the five** categories:

• under 35 years	• 35 to 64 years	• 65 to 75 years	• older than 75 years
• Small plots ( $\leq 2.5$ poles)			

- Invitations to enter to be sent out end of April. **A4** Entry deadline in May 17<sup>th</sup>. Sites will be judged in both June and September (see events diary at the end of these minutes).
- October date and venue – still waiting to hear from OCC as to what they might offer by way of supporting the Centenary.
- Still chasing RHS over possible visit/event. **A5**

## 9. AOB.

- Site security – a few recent issues (three break-ins). Any damage, incidents etc. Should be reported to the police using the non-emergency 111 number. ODFAA Site Security Guide on [website](#).
- Increased number of complaints regarding bonfires on allotments – Parks can’t defend Associations if their behaviour gets Environmental Health involved. Several suggestions for how to reduce risk of causing a nuisance – bonfires during winter not summer, while it is raining, first week of November!
- Livestock on plots. Under the law only rabbits and hens are permitted. ODFAA will pull some guidance around this issue together and put on the website. **A6**
- Further approach from Oxford Science & Ideas Festival – Headington Hill park event on May 4<sup>th</sup>. Offer to use this as an opportunity to advertise allotment gardening.
- The Big Green Day Out – June 8<sup>th</sup>. Free stall in Broad Street if we want it for an allotment display including Centenary. Looking for people to do a couple of hours on the stall. Any site-related info can be sent to ODFAA for display/handing out. **A7** Please contact PB with any expression of interest. **A8**

**NJ/11Apr2019**

# Oxford and District Federation of Allotment Associations

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working together for Oxford allotments

## Provisional dates for ALM meetings, Committee meetings and deadlines:

<b>2019</b>		
March 12 <sup>th</sup>	Tues 3.30pm - 4.30pm 4.30pm - 5.30pm	OCC / ODFAA and Fed Committee ODFAA committee
April 9 <sup>th</sup>	Tues 6.30 - 7 pm 7.15 - 9pm	<b>ODFAA AGM</b> <b>Allotment Liaison meeting</b>
May 1 <sup>st</sup>	<b>Insurance renewal</b> (fees must be paid & insurance paperwork received before/at AGM)	
May 8 <sup>th</sup>	Weds 7pm	ODFAA committee planning meeting Chair's house
May 20 <sup>th</sup>	OCC send Grant forms to associations to arrive before end of May	
May 17 <sup>th</sup>	<b>Allotment Competition – deadline for entries</b>	
Week c. June 17 <sup>th</sup>	<b>Allotment Competition – first judging visit</b>	
August 13 <sup>th</sup> or August 6 <sup>th</sup> TBC	Tues 3.30pm - 4.30pm 4.30pm - 5.30pm	OCC / ODFAA and Fed Committee ODFAA committee
Aug 17 <sup>th</sup> TBC		Elder Stubbs Festival
August 21 <sup>st</sup>	Wednesday	<b>ODFAA Founding Day. What can we all do to mark it?</b>
Week c. September 16 <sup>th</sup>	<b>Allotment Competition – second judging visit</b>	
September 24 <sup>th</sup>	Tues 7 for 7.15pm	Allotment Liaison meeting
October TBC	<b>Awards and Certificates and Centenary Bash Date and Venue TBC (probably WOCC)</b>	
November TBC	<b>ODFAA Talk Date and Venue TBC (Probably WOCC)</b>	
December 10 <sup>th</sup>	Tues 3.30pm - 4.30pm 4.30pm - 5.30pm	OCC / ODFAA and Fed Committee ODFAA committee
<b>2020</b>		
January 5 <sup>th</sup>	10am - 1.30pm	<b>Pennard Plants Potato Fair at WOCC</b>
January 21 <sup>st</sup>	Tues 7pm for 7.15pm	Allotment Liaison meeting
March 10 <sup>th</sup>	Tues 3.30pm - 4.30pm 4.30pm - 5.30pm	OCC / ODFAA and Fed Committee ODFAA committee
April 7 <sup>th</sup>	Tues 6.30 - 7 pm 7.15 - 9pm	<b>ODFAA AGM</b> <b>Allotment Liaison meeting</b>