

Exmouth & District Allotment Association Committee Meeting

MINUTES

Venue: By Zoom
Date: Wednesday 14th September 2022
Time: 7pm- 9pm
Attendance: Cheryl Chessum, Janet Cuff, Councillor Olly Davey, Julia Jacobs, Carolyn Priest, Stewart Shram, John Singleton, Jan Wells

Apologies: John Barwick, Annie Goodman, Councillor David Poor
Absent:

Chair: Cheryl Chessum

Minutes: Jan Wells

		ACTION BY WHOM	ACTION BY WHEN
1.	Welcome and Confidentiality Statement and declarations of conflict of interest	CC	
2.	Minutes of the Last Meeting The Minutes of the Committee Meeting held on 17 th August 2022 were accepted as a true and accurate record. A pdf version can now be published on the website.	JC/SS CC/JS	End of Sept 2022
3.	Matters Arising from last meeting <ul style="list-style-type: none"> • Termination of tenancy on Plot HL226B. The former plot holder is under the impression that he is owed a £25 deposit return from the EDAA and has therefore not returned his gate key(s). Rent book records show that no deposit was paid when the tenancy was taken out and therefore no refund is due. The committee agreed that a £5 refund would be given for each gate key returned. If the former plot holder does not make contact with EDAA committee members by 22nd September, CC will write to him explaining the situation. The plot is now available to re-let. New tenants will be informed of the plot's history. • Allotment and Leisure Gardener Magazine. JS was thanked for submitting an article about the Beginners Veg Growing Course to the Allotment and Leisure Gardener Magazine. The article was submitted for the Q4 magazine due for publication in November. JS is yet to hear if the article will be published. • European Foulbrood Outbreak. CC informed the committee that following inspection of all the hives on the HL site, no instances of European Foulbrood have been found in the bee population. If the disease remains in the area, there may be further inspections in the future. 	CC/JJ	End of Sept 2022

	<ul style="list-style-type: none"> • EDAA amended rules. CC reported that the revised rules have been sent to Lisa Bowman at the Town Council. They will be submitted for ratification at the next full meeting. The Town Council meeting scheduled for next week may be delayed due to the national period of mourning. • Play street sessions (involving temporary road closure of Claremont Lane on a number of dates). CC reported that the play street initiative is not progressing on this occasion. A further application may be made in the new year. • PL request for mini-digger access. CC and CP met with the owner of 69 Langstone Drive and their builder to review the access request via allotment land. Various scenarios were discussed to minimize PL site disruption. More will be known in November. The builder is aware that any damage must be made good. • Community Fund Application. CC confirmed that the relevant forms had been obtained and she would be making an application to the Finance Committee in November. The application will request a grant towards the cost of the adapted plots project at HL. • HL BBQ Area. Following a complaint that the BBQ area had been left in an untidy state, CC confirmed that she had spoken to the plot holders concerned and the matter was now resolved. • Tool Sharpening Workshop. The plot holder who held the workshop at PL is away until November. CP will speak to him on his return to see if he is willing to run a similar workshop for HL plot holders. 	<p>CC</p> <p>CC</p> <p>CP</p>	<p>End of Nov 2022</p> <p>End of Nov 2022</p> <p>End of Nov 2022</p>
<p>4.</p>	<p>Chair's Report</p> <ul style="list-style-type: none"> • Site wide inspection. It was agreed that a site wide inspection of all plots would be carried out at the end of October 2022. CP/JJ will send CC a list of inspection points by 26th September so a mass email can be sent to all plot holders informing them of the inspection criteria and timetable. • Wildlife Camera Image of HL criminal damage perpetrator. PC Suzie Hill confirmed the EDAA could circulate the image of the perpetrator to HL plot holders to see if anyone recognized him. CC to send details to JS for circulation. • Avian Flu. CC thanked JS for sending out the Avian flu advice email to plot holders. A more recent email from the Principal Health and Safety Office at EDDC now gives updated advice – requiring all those on public land (including allotment holders) to report all dead birds via a link on the council website. EDDC will then arrange collection and disposal. JS will send out an updated email to plot holders informing them of this new advice. 	<p>CP/JJ CC/JS</p> <p>CC/JS</p> <p>JS</p> <p>CC</p>	<p>End of Sept 2022</p> <p>End of Sept 2022</p> <p>End of Sept 2022</p>

	<ul style="list-style-type: none"> • Harvest Thanksgiving Service Request. An HL plot holder has asked if a simple Christian harvest festival service can be held at the shed on HL. Members of the committee had concerns regarding the religious nature of the service. They felt a secular harvest celebration or 'Sharing Day' would be more in keeping with the ethos of the EDAA. Point 8 of the EDAA constitution states 'No party political or sectarian discussions shall be raised or resolutions proposed at any committee meeting or general meeting of the association'. CC will reply to the plot holder request. 		End of Sept 2022
5.	<p>Secretary's Report Applications for Structures.</p> <ul style="list-style-type: none"> • HL 183A Poly Tunnel application. Application approved providing it is confirmed that the door opens on to the plot and the structure is securely fixed in place. • HL251 Polytunnel application. The application has been approved in principle but requires a formal change of tenancy before it can be actioned. The plot has an existing polytunnel frame in situ which exceeds the current maximum width dimension laid out in the EDAA rules. However, the total area covered by the poly tunnel complies with the rules and the structure itself is sound, so the committee is happy to approve this application on this basis. CC to send out EOT/TA documents 	JJ CC	End of Sept End of Sept
6.	<p>Treasurer's Report – Update on financial position – deferred due to absence</p> <p><u>Management Account</u></p> <p><u>Club Account</u></p> <p><u>Recent expenditure</u></p> <p><u>Planned expenditure</u></p> <p>No treasurer's report</p>		
7.	<p>Maintenance Pound Lane 15th October has been nominated as 'padlock change over day'. CP will send an email to JS to circulate to PL plot holders informing them of the logistics of the day. CC offered to help with the key exchange on the day.</p> <p>CP will check if the black water taps keys fit the PL water taps and confirm with JC</p> <p>Hamilton Lane</p> <p>Mr Jones, a resident adjacent to the HL allotment site has complained of overhanging tree branches in his garden. CC will follow up.</p> <p>It was acknowledged that there is still some low grade asbestos on the HL site. Ideally the EDAA would like to arrange a single contractor pick up to remove it. An agenda item will be added to October's meeting to discuss communication, logistics and cost implications.</p>	CP/JS CC CP/JC CC CC	End of Sept 2022 End of Sept 2022 19th Oct 2022 19th Oct 2022

8.	<p>Site Co-ordinators reports</p> <p>Pound Lane Plots let: PL28, PL49B 3 plots unlet, one of which is unlettable and a second which is proving difficult to let as it is on the brow of the hill.</p> <p>Hamilton Lane Four ½ plots have recently become available to let. Current waiting list is 75. Some letters have been sent out regarding the state of plots.</p>		
9.	<p>Any Other Business</p> <ul style="list-style-type: none"> • JJ asked if the plot deposit requested from new tenants could be increased as the cost of tidying some plots after EOT was expensive and often well in excess of the retained deposit amount. Concerns were raised that this would effectively exclude some people with limited financial resources. The matter will be discussed in more detail at October's meeting 	CC	19th Oct 2022
10.	<p>Date and time of next meeting Wednesday 19th October 2022 – 7:00pm All until further notice by Zoom.</p>		