

Exmouth & District Allotment Association Committee Meeting

MINUTES

Venue: Jesse Collings Room
Date: Wednesday 20th March
Time: 6:30-8:30pm
Attendance: Cheryl Chessum, Jan Wells, Annie Goodman, Mike Hawkins, Mayor Olly Davey, Stewart Shram, Carolyn Priest

Apologies: Janet Cuff, Julia Jacobs

Absent:

Chair: Cheryl Chessum

Committee Secretary: Jan Wells

		ACTION BY WHOM	ACTION BY WHEN
1.	Welcome and Confidentiality Statement and declarations of conflicts of interest No conflicts of interest declared.	CC	
2.	Minutes of the Last Meeting The Minutes of the Committee Meeting held on 21 st February 2024 were accepted as a true and accurate record. A pdf version can now be published on the website.	SS/MH JS/CC	End of March 2024
3.	Matters Arising from last meeting. <ul style="list-style-type: none"> • Community Fridge. Following last month’s meeting with Zoey Cooper (Climate and Ecological Emergency Officer) there have been no further developments regarding the donations of surplus allotment crops. • Reinspection following cause for concern letters. Following on from the November plot inspections, letters have been sent out to those plot holders found to have ‘plots of concern’. Much of the feedback has been positive with plot holders promising improvements, giving up or moving to smaller, more manageable plots. There are about fifty percent of the original batch that will require reinspection next month to ensure they have carried out the agreed work on their plots. CC reiterated the importance of continuing to keep on top of badly managed plots. Plot coordinators should notify CC is they find any new plots of concern so action can be taken promptly. • Adapted beds. Peter Ferlie from Age UK will provide a list of the tenants taking on the adapted beds (AB 2,4,5,6) at the beginning of April so the TA can be written. CC will contact Mr Deny’s family regarding AB3 	CC/JJ/CP JJ/CP CC	End of April 2024 Ongoing 17/4/24

<p>4.</p>	<p>Chair's Report</p> <ul style="list-style-type: none"> <p>Flooding . A solution is urgently needed for the flooding and erosion seen at the corner of plot HL167/8 on the main tarmac roadway. CC/JC/JJ met with Shane from Trees and Scenes to discuss options.</p> <p>In the short term, it was agreed that the best option was to complete a cold tar repair to the road surface. This will need to be done in dry weather. In addition, two 'sump' drains can be constructed (pits filled with rocks), one on land at the bottom of HL165 and the other on a small vacant patch of land close to plot HL252. This will help with draining the water away from the road. The drainage ditch running along the HL Salterton Road boundary was inspected. It is cleared seasonally, but as the ditch water has nowhere to flow, it basically acts as another sump. It was proposed that the cold tar work is funded from this year's budget and the sump work from next year's.</p> <p>A longer term solution was discussed involving the re tarmac of the site road. MOD confirmed that the Town Council does not have access to road contractors who could carry out the work, as all highways work is dealt with by Devon County Council. It might be possible to apply to TC for a grant towards having the work done, but the maximum grant available is £1500 and the work would cost considerably more than this.</p> <p>Arthur's Pass. With the recent passing of Arthur Cuff, the committee felt it would be fitting to officially mark 'Arthur's Pass' with a dedicated sign. Devon Signs in Exmouth were recommended. CC will follow this up.</p> <p>Planned Events. Kate Wilcox has organised two events for new members. 20th April - Composting Workshop. 18th May - Plant Swap</p> 	<p>CC/JC</p> <p>CC</p>	<p>17/4/24</p> <p>End of April</p>
<p>5.</p>	<p>Secretary's Report Applications for Structures.</p> <ul style="list-style-type: none"> None 		
<p>6.</p>	<p>Treasurer's report</p> <p>The treasurer was unable to attend this month's meeting, but CC gave a brief update.</p> <p>Rent renewals are almost complete, with just a few outstanding payments to chase.</p> <p>Major items of expenditure:</p> <ul style="list-style-type: none"> Bagged waste asbestos (3) will be picked up by a specialist contractor. February water billed has been paid. The next one is due in May A large amount of rubbish needs to be removed from HL59B/HL186. This will require the services of Mr Shift-It 		
<p>7.</p>	<p>IT report.</p> <p>No IT updates to report</p> <p>Working Party. The working party to put up the pedestrian signage around Arthur's pass, and to position the railway sleepers, has provisionally been booked for 6th April</p>	<p>SS</p>	<p>6/4/2024</p>

8.	<p>Maintenance</p> <p>Pound Lane</p> <ul style="list-style-type: none"> • MOD will update CP after the Council Maintenance meeting regarding the tidying of the bank on the roadside of PL • There is an Issue with new padlocks as many have broken already. Where necessary CP will use them without the attached chain • New doors have been made for the polytunnel. <p>Hamilton Lane</p> <ul style="list-style-type: none"> • Covered elsewhere in the minutes 	MOD/CP CC	17/4/24 21/2/24
9.	<p>Site Coordinator's report</p> <p>Pound Lane</p> <ul style="list-style-type: none"> • CP is planning to organise pre-tenancy photos for all newly let plots. These will be used to help inform the deposit returns process at the end of tenancy. SS informed the meeting that these could be stored on the SharePoint drive. <p>Hamilton Lane</p> <ul style="list-style-type: none"> • 5 allotment plots are currently free. • Keith Richards is looking at putting up a water collection off the small shed small shed on HL232 to gather water to refill wildlife pond in dry conditions. • Additional soil required to top up two of the adapted beds due to letting beds to letting to Age UK. 	CP	17/4/24
10.	<p>Any Other Business</p> <ul style="list-style-type: none"> • Pedestrian access from HL main site to the Kingston Road allotment field. A discussion was had on the feasibility of providing a dedicated path to link the two sites. Currently, KR plot holders have to walk out onto Hamilton Lane to access the shop and toilet facilities on the main HL plot. Unfortunately, there are no real options available as making a public path would mean widening a path between two existing plots on both sides of the dividing bank. As the shared paths are included in rodage calculations, it would not be possible to make any changes while the plots were under tenancy. • Invasive species alert. An Australian Flatworm has been found on plot HL201A. These are an invasive species that kill our native earthworms. They should be removed and disposed of by immersing in salt water, alcohol or vinegar. They should not be chopped in two as they can regenerate. DW will ask JS to send out a mass email to plot holders. • MOD reported that he had updated the Town Council on work of the allotment committee. 	CC	End of March 2024
11.	<p>Date and time of next meeting Wednesday 17th April 2024 – 6:30pm – 8:30pm Venue: Jesse Collings Room</p>	All	