

## Allotments Liaison Meeting

Draft minutes of ALM meeting held at Oxford Town Hall on Tuesday 26 September 2017.

Association:	Attending*:	Apologies:
Barns Court	David Robertson	
Barracks Lane	Andrew Fairweather-Tall	Meg Harcourt
Bartlemas	Tracey Crossman	
Barton Fields	Mick Evans, Janet Woodman	
Cow Mead	John Hastings, Faith Phipps	
Court Place Farm	Tim Cann	
Cripley Meadow	Wendy Skinner Smith	
Cutteslowe		Bob, Findlay, Ian Sheppard
East Ward	Jevon Lancaster, Claire Ferguson	
Elder Stubbs	Phil Creme, Edmund Farooq	
Fairacres Road	Paul Hopkins, Polly Woodstone	
Fairview	Michael Pickering, Nadia Arbach	Catherine Grundy, Priscilla Grant
Headington Brasenose Farm	Neville Dodson, William Edwards	
Headington Eden Drive	Mike Halliwell, John Lardner	
Headington John Garne Way	Alan Cooper, Eric Perkins	
Kestrel Crescent	Roy Leach	
Lenthall Road	Lorin Watt	Colin Sharp
Marston Ferry & Blackhall	Gillian Morriss-Kay	
Minchery Farm West		Clive Bevan
Osney, St Thomas & New Botley	Nick Jackson	
Risinghurst	Bill Couldrick	
South Ward	Sharron Murray, David Allen	
Sorrel Road	Bill Wright, Russell Price	
Spragglesea Mead & Deans Ham	Michael Walker	
St Clements & District	Phil Baker	
Town Furze		Mary Gill
Trap Grounds	Tony Hollander	Virginia Wallis
Upper Wolvercote	Zeb Johnson	
Van Diemans Lane	Samantha Chapman	
<b>OCC Parks</b>	Stuart Fitzsimmons	

\* Please note if you do 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 29 sites and Parks were thanked for attending.
- It was noted that there was a good turnout for the meeting and this was likely due to the fact that ODFAA have taken over responsibility for notification of meetings. Thanks were given to JL for doing this. In addition, many Associations are now letting us know if they are planning to attend.
- It was stressed that Contact List that is checked each meeting is really important – getting on top of changes in contacts/email addresses has been successful with very few emails bouncing back.

### 2. Minutes of the last ALM

- The minutes of last ALM held 4 April 2017 had been circulated and were agreed as an accurate record with a couple of changes to names required – action. **A1**

### 3. Oxfordshire Community Payback Scheme – assistance to allotment sites

- The Payback Scheme talk from Diane Major had to be postponed to a future meeting. NJ to contact and reschedule. **A2**

### 4. Oxford City Council Allotment Grants

- OCC spreadsheet of applications received and approved or rejected had been circulated to members. 12 separate applications were received – totalling c. £13,643 being asked for.
- No issues were arising so the funding decisions were all ratified and payment can proceed.
- Total awarded was £4,663. The available money was c. £3,900 and OCC Parks had identified £700 from additional funding.
- The grant form clarifies the terms and requirements. Where these are not fully met the application will not be considered further.

### 5. Zurich Insurance for 2017-18

- All Associations should have received the Zurich insurance information for 2017.
- OCC retendering for overall OCC block policy insurance – maybe next April or the April afterwards.
- Current Zurich policy for allotments is rather concessional and is likely to rise significantly next year. It was £700 in 2010, £1,445 last year, up to £2,359 this year and expected to rise to around £3,000 next year to reflect the real premium and not the concessional one.
- It was noted that there is still too much time wasted chasing sites for insurance details. The meeting agreed that that if this information is not received in time next spring then insurance will not be offered/covered. **D1**
- Implication is that the pot of money which is funded by site rents – will have to spend more on insurance meaning less for maintenance and grants.
- The issue of insurance will be part of the discussions surrounding new association leases in 2020-21, so ODFAA are working on advice from OCC's insurance dept. and researching available schemes.
- Elder Stubbs already uses Shield via NASLG. Can also add on extra cover for sheds etc.
- It was noted that the devolved management of allotments in Oxford works well and saves OCC money – therefore current site rents are lower.

### 6. Allotment site security issues

- There have been major thefts from Barton Fields, Cutteslowe and Brasenose this year. Almost all sites reported some degree of thefts and/or vandalism. Major thefts tend to occur from sites that are not overlooked by adjacent housing etc.
- Bob Findlay of Cutteslowe Allotment Association prepared a draft site security document, which was circulated to members before this meeting.
- In terms of secure association shed storage, shipping containers with good quality locks were mentioned – these have an estimated cost of c. £3,000
- Document doesn't cover reporting thefts/burglaries – e.g. including non-emergency police number: 101. All Associations are encouraged to report any crimes to keep crime stats accurate and true, and should insist on being given a crime reporting number. **A3**
- All to send comments on the document (including anything that is missing) to JL before next meeting and this item to appear on the agenda for the next ALM meeting. **A4**

## 7. South Ward Rubbish Problem and the future (protection) of the site

- Alison Hay of Oxford City planning, is working with Parks and the other Council bodies involved to try to resolve issue.
- Large pile of rubbish outside the entrance to South Ward site. Plans to clear it were discovered and even more rubbish was dumped there.
- Possible link to rubbish burning activities reported on another allotment site. All to be careful of people arriving on site looking to burn household rubbish. **A5**
- Suggestion made that Associations ensure that plots/sheds are not used to store household. **A6**
- Some Associations operate deposit system that is reimbursed if plots and sheds are left without clearance needed.
- Likely that new disposal charges at Redbridge will exacerbate the problem – members had asked whether there was any possibility of rubbish collection by OCC.

## 8. New site on Denny Gardens

- Cleared and with a shed now but weedy again. Looking to get it covered.
- It is where East Minchery farm used to be – Littlemore
- Named after Les Denny (former ODFAA member)

## 9. Botley Meadow (Bulstake) Allotments Water Harvesting Project

- Nick is a hydrologist and is happy to advise Associations on water harvesting
- A short update on progress with the water harvesting project was provided. Botley Meadow has been mains water-free for six weeks now.

## 10. ODFAA Allotment Competition

- No committee members who can commit to managing the ODFAA competition for 2018. This is unlikely to run again next year.
- We hope it will be back on the agenda for our centenary year in 2019

## 11. ODFAA Centenary in 2019

- Making a start on planning for this and the Committee have suggested the following:
  - Members to sign up to a rota for one allotment site a month to be open to visitors. Maybe tie it in with Open Gardens and/or Gardeners Question Time?
  - Ask that each Association makes a short smartphone video (c. 2-3 mins) of their site for the ODFAA web site.
  - WSS has a lot of ODFAA archive material. We need someone to organise, file, summarise and write a short history of ODFAA. The meeting agreed that ODFAA should allocate a nominal sum (£1,000) to be paid to an interested member with appropriate proven skills. **D2**
- Likely to look for OCC support for centenary celebrations.
- RHS has outreach department who might be able to help.

## 12. November ODFAA Open Talk

- West Oxford Community Centre (Botley Road) for our ODFAA talk on November 30<sup>th</sup>.
- Plan to rotate these talks around the other community centres
- John L has asked Chris Bird of Sparsholt College to provide us with a talk on Companion Planting.

## 13. AOB.

- **Potato Fair** – Pennard Plants (<http://www.pennardplants.com>) will be running a [potato fair](#) on February 15<sup>th</sup> (2.30pm – 7pm) at West Oxford Community Centre. Please inform all members and we will collect some idea of numbers interested at the January ODFAA meeting. **A7**
- Some sites over-run with rats. Contact pest control at OCC who will come out and provide advice
- **January meeting** – will now be week before or week after original date (23<sup>rd</sup>) but **not the 23<sup>rd</sup>**.
- **OCC Parks restructure** – Ian Thompson no longer looking after allotments. Short term it is Stuart F, (long term TBC). Kathy Wren is the replacement contact for Ed Bonn. But best to use: [parks@oxford.gov.uk](mailto:parks@oxford.gov.uk)
- **Grant cheques** should be issued this week.

NJ/27Sep2017

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

<b>2017</b>		
April 4 <sup>th</sup>	6.30 -7 pm/7.15	O&DFAA AGM/Allotment Liaison meeting
May 1 <sup>st</sup>	Insurance renewal (fees paid and insurance paperwork received by AGM)	
May 17 <sup>th</sup>	7pm	O&DFAA committee planning meeting – Chair’s house.
May 26 <sup>th</sup>	OCC should have sent Grant forms out to associations before end of May	
Aug 15 <sup>th</sup>	3.30pm	OCC/O&DFAA Fed Committee
September 26 <sup>th</sup>	7 for 7.15pm	Allotment Liaison meeting
November 30 <sup>th</sup>	7.15 for 7.30pm	O&DFAA Talk at West Oxford Community Centre
Dec 5 <sup>th</sup>	3.30pm	OCC/Fed Committee
<b>2018</b>		
January <b>TBC</b>	7pm for 7.15pm	Allotment Liaison meeting
February 15 <sup>th</sup>	2.30pm – 7pm	<a href="#">Potato Fair</a> at West Oxford Community Centre
March 13 <sup>th</sup>	3.30pm	OCC/O&DFAA Fed Committee
April 10 <sup>th</sup>	6.30 - 7pm/7.15pm	O&DFAA AGM/Allotment Liaison meeting