

Exmouth & District Allotment Association Committee Meeting

MINUTES

Venue: By Zoom
Date: Wednesday 18th November 2020
Time: 7pm-9.00 pm
Attendance: Cheryl Chessum, John Barwick, Janet Cuff, John Singleton, Olly Davey, Stewart Shram, Carolyn Priest, Julia Jacobs, Dianne Conduit.

Apologies: Councillor David Poor Eddie Cowley, Annie Goodman.

Absent:

Chair: Cheryl Chessum.

		ACTION BY WHOM	ACTION BY WHEN
1.	Welcome and Confidentiality Statement – Chair		
2.	Minutes of the Last Meeting The Minutes of the Committee Meeting held on 21 st October 2020 were accepted as a true and accurate record.		
3.	Matters Arising from last meeting Security report progress Update on finding a contractor to fulfil works: <ul style="list-style-type: none"> - DC has reported that Andy Hicks has confirmed this is not the type of work they could undertake. - CC reported that Steelworks has apologised for the delay and expect to get a quote to CC this week. - Devon Valley Fabrication will review the Security Report and provide a quote as soon as possible. Hedge HL and JFL <ul style="list-style-type: none"> - JB confirmed that the Heras fencing in situ now belongs to the association and is secure and the hedge is starting grow back through it. There is documented evidence via emails confirming arrangement between the association and JFL. 		
4.	Chair's Report Avian flu – CC has received information from Lisa Bowman re avian flu outbreak in Dawlish and guidance issued to bird keepers. Important that all local bird keepers and poultry keepers on both allotment sites are aware of the guidance and measures to take to maintain biosecurity. Noted that avian flu is a notifiable	JS to action mass email	Immediate

	<p>disease. David Smith has been sent the information for review and information disseminated to poultry keeping plot holders. Situation to be monitored.</p> <p>Fly tipping - Bags of garden waste left across entrance 4 in Hamilton Lane. Appears to be concern from some local residents at the state of recent hedge cutting and clearing of debris during the process. JC will speak to the resident suspected of leaving the rubbish resident including letting them know that this incident and any future incidents will be reported to the Council as fly tipping. The quality of the work by Trees and Scenes will be taken up with them to ensure less intense cutting next year.</p> <p>Exmouth Friends in Need – Dawn Watkiss has contacted CC to ask if plot holders with surplus produce would donate to this cause before Christmas. Committee agreed this would be an excellent way for the Association to support the local community and action social responsibility. Agreed that there is the opportunity to support Dawn e.g. providing collection points and promoting the initiative and possibly developing it further.</p>	<p>JC to speak with resident</p> <p>CC to liaise with DW and update committee</p>	<p>Immediate</p> <p>Immediate</p>
5.	<p>Secretary's Report</p> <p>Applications for Structures - Provided by CC</p> <p>Two applications received:</p> <p>Plot HL147 - small polytunnel that meets all the requirements. Presented by CC and Approved by the committee.</p> <p>Plot HL 173 – application to keep chickens. Good drawing and David Smith met with plot holder to discuss welfare, rodent control etc. Meeting established that plot holder has previous experience and good knowledge and support from other poultry keepers on site. Awaiting some final information prior to approval. As no meeting in December the Committee has given Chairs action to approve on provision of satisfactory information and confirmation re welfare needs being met.</p>	<p>CC to inform plot holder of decision</p> <p>Chairs Action to approve once requirement fully satisfied</p>	<p>Immediate</p> <p>By 17/02/21</p>
6.	<p>Treasurer's Report</p> <p>Rent Book and Rent Collection</p> <p>JB, SS, JS have met to explore how Rent Book can be developed to serve multiple purposes including automated rent collection, email contact database. Good progress made and further refinements to be made around tidying up and aligning information.</p> <p>HL Shed refurbishment – work starting, new wall and door will be started next week. Committee agreed that the lighter wood paneling should be used for internal cladding to keep the facility as bright and welcoming as possible. It was suggested that a small fridge would be useful to have. JC coordinating the work.</p> <p>Path – HL1 – HL8 – work on new path to commence in February 2021. Strimming of the current 'path' will be arranged to make things easier for affected plot</p>	<p>JB, SS, JS</p> <p>JC</p> <p>JB</p>	<p>By 31/12/20</p> <p>In progress</p> <p>Immediate</p>

	holders over the winter.		
7.	<p>Maintenance</p> <p>Pound Lane – CP/CC</p> <ul style="list-style-type: none"> - work to start on enlarging both turning circles on site using chippings 26/11/20. - Action is underway to see if the tree on plot 44 has a tree preservation order (TPO) on it. CC has been in touch with the EDC tree specialist, but progress is slow. CC has also initiated a plan to see if any trees on either PL or HL sites have TPOs so that these can be mapped and monitored. This is work in progress. - The external bank has been cut – could do with regular maintenance. <p>Hamilton Lane – Issues raised is the quality of recent hedge cutting by Trees and Scenes and the need for further hedge and tree management between gates 2-4.</p>	<p>CC/CP</p> <p>JC/JB/JS</p>	<p>By 17/02/21</p>
8.	<p>Site Co-ordinators report</p> <p>Pound Lane – nothing further to report.</p> <p>Hamilton Lane – CC and JJ reported:</p> <ul style="list-style-type: none"> - Disability plots/raised beds by Kingston Road – concerns raised that this area is overgrown, unkempt and unwelcoming resulting in disabled people not being able to access plots they have or are not able to appropriately secure a plot. There are reports that other plot holders are parking inconsiderately and blocking wheelchair access and that disabled people are feeling somewhat marginalised and unwelcome. The committee agreed this is not acceptable and that this area of the site requires attention to bring it up to standard and work needs to be undertaken to identify issues and find a resolution to ensure that there is equality of access and considerate behavior by Association members. - Arthurs Pass – allotment waste being dumped on the bank and chippings pile also creating an issue with that part of the site. Plan for an additional project next year to create a chippings ‘hollow’ to keep tidier and communications with local plot holders to stop dumping and keep the area in a better state by have regular trimming of the bank. - 64 people on waiting list: 	<p>Work up plan JB/JJ</p> <p>Work up plan JB/JJ</p>	<p>By 17/02/21</p> <p>By 17/02/21</p>
9.	<p>Allotment Awards</p> <p>Site co-ordinators have started walking around sites and thinking of any new categories. Any suggestions to site co-ordinators. Bring forward onto next agenda – January 2021.</p>	<p>Site co-ordinators DC</p>	<p>By 17/02/21</p>
10.	<p>GQT</p> <p>OD informed the Committee that town Councillor Eileen Beech, has suggested that</p>		

	<p>Gardeners Question Time be invited to Exmouth by the Association. There are several good reasons to do this:</p> <ul style="list-style-type: none"> - GQT has never been to Exmouth - An individual from Exmouth was instrumental in the allotment movement - Exmouth has second largest allotment sites in the country <p>The Committee agreed that an application will be made.</p>	SS	By 17/02/21
11.	<p>Any Other Business</p> <p>Communications - OD – noted that there is no formal press officer but that it would be good to get some more active links with local media to promote the Association and wider community action and social responsibility that underpins the Allotment Association. The Exmouth Advertiser has recently been relaunched wanting a very local, positive news input. DC offered to make a link with the Exmouth Journal.</p> <p>RHS Award – CC informed he committee that the RHS has issued the EDAA with an award for its work during 2020. The certificate has arrived but in due course they would like to make a formal presentation (a media opportunity). CC to follow up as and when.</p> <p>Community based activities – CC highlighted the desire to start thinking about community-based activities and events for next year (within Covid restrictions) were Easter egg hunt, scarecrow competition, walking safaris – quizzes/treasure trails. Possibly more sociable activities in the summer onwards. To be on January agenda.</p> <p>Wildflower survey - OD informed the Committee that a survey of flowers by the Council, ahead of the recent external bank cutting at Pound Lane, had identified 23 different species and the survey will be repeated net year. Links to bank maintenance agenda item 5 PL.</p>	DC CC DC	Immediate Once possible (Covid-19 restriction currently) 17/02/21
12.	<p>Date and time of next meeting</p> <p>No meeting in December 2020</p> <p>Third Wednesday every month – Wednesday 20th January 2021, 7pm.</p> <p>All until further notice by Zoom.</p>		