Exmouth & District Allotment Association Committee Meeting

MINUTES

Venue: By Zoom

Date: Wednesday 20th July 2022

Time: 7pm-9pm

Attendance: John Barwick, Cheryl Chessum, Councillor David Poor, Carolyn Priest, Stewart

Shram, John Singleton, Jan Wells

Apologies: Councillor Olly Davey, Janet Cuff, Annie Goodman, Julia Jacobs

Absent:

Chair: Cheryl Chessum

Minutes: Jan Wells

		WHOM	
1.	Welcome and Confidentiality Statement and declarations of conflict of interest	СС	
2.	Minutes of the Last Meeting The Minutes of the Committee Meeting held on 22 nd June 2022 (version 3) were accepted as a true and accurate record.	JB/JS	
	A pdf version can now be published on the website.	CC/JS	End of July 2022
3.	 Rules review – cold frames. JB confirmed he had researched and carefully worded the cold frame rule amendment to reflect health and safety concerns relating to visibility of structures and materials used in construction. The newly worded amendment was approved by the committee. It was agreed that the rules review was now complete. CC to send out a final draft to committee members this evening for sign off. The rules will then be submitted to the next full Town Council meeting for approval. It was confirmed that all changes would be highlighted for easy identification. Bamboo invasion from Bronte Court (HL183) 	сс	17 th August 2022
	CC stated that she was unable to confirm the extent of the problem as the area at the back of the plot in question was heavily overgrown and inaccessible. CC will contact Bronte Court to follow up the issue.	сс	17 th August
4.	Chair's Report Criminal damage and security issues CC summarized the recent criminal damage that had taken place in and around HL allotment site. The incident happened at around 05:00am on a		

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Sunday morning and is believed to involve one individual. Damage included: o damage to the key-safe to enable access to toilet store cupboard was smashed open, CCTV camera, toilet mirror and a glass window brick at the community building Damage to cars on Hamilton Road and an attempted break-in Multiple shed break-ins across the HL site 2 beehives overturned on one plot and a gas canister emptied and discarded on another plot. No items were reported stolen. All allotment holders affected by the damage have been asked to log the incident with the police who have supported logging the crimes. A wildlife camera on a plot caught a grainy image of the perpetrator and this has been passed on to the police. It has now been placed on the ID sought pages for identification. CC asked JS to update plot holders regarding the incident and will provide some information to be published on mass email. In a further incident a plot holder in the Kingston Road area reported seeing two well-dressed women with carrier bags walking along the allotment road. When challenged they ran off. There is concern they were planning to steal produce.	CC/JS	End of July 2022
As a result of these incidents plot holders have been asked to close and		
lock the site gates whenever they enter or leave the site.		
 Aggressive behaviour A plot holder (HL226B), with a previous history of being verbally abusive on site (Aug 2019, March 2020), has again verbally abused and threatened another plot holder who asked him to shut the site gate. He threatened to use a shotgun to harm them. 		
CC/JB/JC experienced a further tirade when he visited the shop on Wednesday 20 th July to complain about the gate shutting policy. His tirade was incoherent in structure but centred around a number of people/institutions who he felt had wronged him in the past. These included a bank manager, the council (who he accused of taking his		
money) and the government. He was verbally abusive and threatened again to shoot various individuals.	СС	17 th August 2022
It was agreed that this was a police matter in the first instance in case he is the owner of a firearm. CC will speak to the police about the matter. Once this situation is clarified disciplinary steps can be taken to terminate the plot holder's tenure (in line with EDAA rules).		17 th August 2022
DP asked that Lisa Bowman (as a council employee and plot holder) be informed of the incident.	сс	17 th August
		2022

5.	Play street sessions (involving temporary road closure to Claremont Lane on a number of dates) There was widespread support for the proposed play streets scheme and it was agreed that EDAA would add their support to the application being made by Lorraine Cummings. JB stressed that adequate signage was important. Allotment holders will need to be informed of the road closure dates if permission is granted for the scheme to go ahead but access to the allotments via Gorfin Hall will not be affected. Secretary's Report	CC/JS	17 th August 2022
J.	Applications for Structures. No applications submitted		
6.	Treasurer's Report – Update on financial position Management Account The accounts are being prepared for financial year end on 30 th June 2022.	JB	17 th August 2022
	Club Account No further updates Recent expenditure		2022
	Planned expenditure JB will price for 10 padlocks and 200 keys for PL as this site is having extensive problems with the aged padlocks which cannot be replaced. The cost will be borne by EDAA.	ıc	17 th August 2022
	CP will follow up on a company called totallockout (www.totallockout.com) who source padlocks for specific keys, to see if this is a viable option.	СР	17 th August 2022
	JB will purchase a high quality tarpaulin to securely cover the building materials stored in HL car park. Approximate estimated cost is £300-£400	JB	17 th August 2022
	A further 50 water taps need to be purchased and also a number of new taps for water butts	JB	17 th August 2022
	Two invoices are awaiting payment: Waste removal from PL (£600) and display frames for PL (£70)	СР/ЈВ	17 th August 2022
7.	Maintenance Pound Lane Following the site visit on Wednesday 13 th July the following decisions have been taken: ■ Tarmac Road edge. It shows some deterioration but not critical point so CP will take photos at intervals. These will be reviewed in 6 months and efforts to establish the lay of the water pipe and also advice sought from Shane.	CC/CP	17 th August 2022

	 Collapsing wall on boundary of PL. Not practical to access from PL site. CP will follow up again with the neighbour who has said he will send a photo of the problematic wall. Shade from oak tree. An oak tree is casting heavy shade over two gardens that back onto the PL site. DP stated that advice must be sought from the planning committee before any work is done on the tree. A Highways Agency report has identified a dead tree on the boundary, which requires attention. CP will check to see if there is a visual marker/sign on the tree. A course of action will be discussed with Shane on his next visit. Hamilton Lane CC requested help with clearing the brambles and bindweed from the wildlife pond area. Once the ground has softened after some rain, it was agreed a working party would be formed to tackle the issue. 	CP CC/JB	17 th August 2022 17 th August 2022
8.	Site Co-ordinators reports Pound Lane PL 49 has been divided to form 2 plots. One is vacant. PL 9 has been divided to form 3 plots PL 28 is proving difficult to let as it has previously been sprayed with glyphosate PL 65B is vacant PL 66B is vacant PL 56 is still vacant and being tidied due to its poor state. PL 69A and 15B have been let Hamilton Lane 87B and 128A are available to be let. They may need to be strimmed prior to letting. HL 237. Plot holder contacted due to the poor state of the plot. The plot holder	CP	
9.	 HL 237. Plot holder contacted due to the poor state of the plot. The plot holder has had a number of personal difficulties to deal with. They may reduce to a half plot at rent renewal in January. Any Other Business DP confirmed that obtaining access to a meeting room (for EDAA Committee Meetings) at the Town Hall was still under discussion. JB reported an issue with a trailer parked on HL 80A (adapted plot). The key to the trailer lock no longer works so the trailer will need to be manually lifted off the plot prior to Shane starting work. JB stated that he had found a very helpful Allotment Health and Safety Checklist on the Welsh Government Website. This can be found at : Allotment Site Management Toolkit Social Farms & Gardens (farmgarden.org.uk) It was agreed that September's meeting will be held on Wednesday 14th September 2022 as a number of EDAA members are unavailable on the original date. 	DP	17 th August 2022

10. Date and time of next meeting Third Wednesday every month – Wednesday 17 th August 2022, 7pm. All until further notice by Zoom.		
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