

**Minutes of the TGAA Committee meeting** held at 11.00 am on Monday 6<sup>th</sup> November 2017 at 23 Chalfont Road, Oxford.

**Present:** Tony Hollander (chairman); Virginia Wallis (secretary and lettings secretary); Bob Crabtree (treasurer); Jonathan Clark (website and machinery); Chris Beckett (shop); Pete Jarvis (pest control).

**Apologies:** Neil MacLennan (deputy chairman) ); Michael Wheale (compost); Roger Mumby-Croft (lettings secretary).

### **Matters arising**

Further to the action points completed since the last committee meeting on 31<sup>st</sup> January 2017:

- TH to plant his spare brambles next to the new gate to deter intruders.
- JC to continue to update the TGAA website
- TH to engage a gardener to tame the bee-friendly beds.

### **1 Harvest supper**

Around 40 people have said they will be attending the harvest supper on 11<sup>th</sup> November 2017 for which there will be no charge (as last year). This suggests that there need to be least five tables of eight on the night. Setting up will be from 5.30. RC kindly volunteered to buy a case of wine for the welcome drinks and bottles of mineral water to be served with supper. CB kindly volunteered to run the photo competition slide show in JC's absence and also agreed to produce the shop-voucher prizes. As in previous years, Hugh Palmer is judging the competition.

**Action** TH to talk to Stuart about the provision of table cloths and napkins and anything else which may have been overlooked.

**Action** JC to send the photo entries to CB and help with the setting up of the slide show.

**Action** CB to produce shop vouchers.

**Action** VW to send reminder email to all TGAA members.

**Action** Volunteers to convene at the St Margaret's Institute at 5.30 to help set up.

### **2 Trees**

**Mulberry tree** It was unanimously agreed that Ian Salisbury should not have ignored and defied the view of the vast majority at the AGM who did not want the mulberry tree planted on the allotment site and that it should be removed.

**Action** JC to give Ian Salisbury notice that if the mulberry tree has not been dug up and removed from the allotment site within two weeks of the notice, it will be cut down.

**Managing fruit trees** NMc had noted that there are now quite a lot of fruit trees on the allotment site. Most of them do not look adequately pruned and several are badly positioned. NMc also suggested that it might be useful to invite a fruit tree expert to give a talk on pruning at next year's harvest supper. However, it was generally agreed that although organising a talk on pruning was a good idea, it should be kept separate from the harvest supper which is essentially a social event. An alternative, given that we have the money, would be to engage a tree surgeon to deal with all the fruit trees in need of pruning which is what was agreed.

**Action** TH to ask NMc to help identify which trees are in need of attention.

**Action** JC to ask John Porter if he would be happy to have the communal apple trees pruned by a tree surgeon (he would be).

**Trees for the tree surgeon** A dozen plot holders have put in requests for trees on their plots to be removed and/or the stumps ground out. TH, RC, PJ, JC, CB and VW need to agree which trees get attention. Once this has been done VW will get quotes from the person who did the last lot of tree work and also from Gerald Sacks' daughter who was on the council tree team (which dealt with trees near the bee area) but is now freelance.

**Action** VW to organise a walk round (other committee members are welcome to join in).

Tree pollarding JC and NMc met Julian Cooper in August to discuss pollarding the trees and maintenance of the perimeter. Pollarding work was due to begin on 6<sup>th</sup> November 2017 but there was no sign of them on the allotment site. Julian promised to come up with firm proposals for future pollarding work but has not yet done this.

**Action** NMc to chase the parks department.

### **3 Autumn newsletter**

It was agreed that the newsletter is no longer needed and that one-subject emails as events occur are a more effective means of getting information across to members. But thanks to John Bullock who initiated the allotment newsletters in pre-email days.

### **4 Work that needs doing on the allotment site**

It was agreed that TH and MW would liaise regarding engaging David Haynes to:

- turn over the compost heaps;
- trim branches from the inside of the perimeter fence (if he can do this without damaging the fence);
- dig out the willow and brambles in the new pond.

TH intends to plant a gunnera in the old pond. If this is deemed to be a success and not too overwhelming, he will do the same in the new pond (once it has been cleared).

### **5 Risks**

**Action** JC to put a copy of the form used for the risk assessment on notice boards and inform members of the risks identified such as open wells, uneven paths, sharp objects on plot edges and the need for a first aid kit on individual plots.

### **6 Status of locks**

Both gate locks are now working well and we have a complete set of spare parts for both.

**Action** JC to pursue council for a key padlock for the big gate on to Port Meadow.

### **7 Communal equipment**

All the communal equipment is being serviced this year and it should be cheaper than last year as we're using Meadhams rather than Turneys.

### **8 Dates for future meetings**

It was agreed that rather than setting up meeting as and when we need them, we would hold three meetings a year on the third Tuesday of February (to be at least a month before the AGM), June and October. For 2018, that means Tuesday 20<sup>th</sup> February, Tuesday 19<sup>th</sup> June and Tuesday 16<sup>th</sup> October with a start time of 11.00. The 2018 AGM will be on Tuesday 27<sup>th</sup> March 2018.

### **Any other business**

**Shop** RC needs a stock valuation as at 31 December 2017 to include quantity and purchase price as well as cash in hand. CB has ground cover on order and also Pink Fir Apple and Charlotte seed potatoes.

**Gate code** In the light of the theft of one plot holder's peaches thought needs to be given to whether we should change the gate code and when.

**Owl box** Thalia is waiting to hear from her owl contact regarding the possibility of installing an owl box.

**The meeting ended at 12.40**