

## **Minutes of the TGAA Committee Meeting held at 11am on Tuesday 1st March 2022 at 23 Chalfont Road.**

**Present:** Tony Hollander (chairman); Neil MacLennan (deputy Chairman); Rachel Faulkner (secretary); Bob Crabtree (finance); Jonathan Clarke (website, shop and machinery); Virginia Wallis (lettings secretary); Philip James (machinery); Robin Nicholas (water supply)

**Apologies:** Michael Wheale

**Finance:** The annual accounts for 1st January 2021- 31st December 2021 were signed off by the auditor in January 2022. RC highlighted changes/variations from the previous year including revenue at the shop, paying off the water project loans, cost of machinery repairs and additional work for David Haynes. RC would also circulate a breakdown of works, machinery and site maintenance costs.

**AGM:** It was agreed that the AGM would be conducted on Zoom as last year, when more members attended than usual and having the reports before the meeting was well received. The AGM will take place on Zoom on Tuesday 29th March at 8pm.

**Action:** RF to cancel the provisional booking at the SMI for 29th March.

JC to organise the Zoom screening.

**NB Relevant reports to be sent to RF by 22nd March, who will then circulate the members.**

**Plot Allocation and usage:** VW suggested a plot inspection would be useful before the AGM.

**Action:** VW will suggest dates for a plot inspection

**Allotment Security:** JC was thanked by TH for the recent repair of the top gate lock. MW & JC were also thanked for their work on extending the height of the bridge gate and MW for the addition of anti climb paint on the very top of the gate.

**Shared Machinery:** PJ reported that the strimmer is currently being serviced. The bigger mower, bought 5 years ago, would be replaced following continued problems with the choke, many repairs and a buckled wheel. PJ was advised that the life of a shared machine is about 5 years. The smaller mower has also had frequent problems with the fan belt. A discussion on electric alternatives posed several issues.

**Action** A Honda HRN 536 VK will be purchased and the existing one traded in. (Back in stock at the end of March). The small mower will be retained until charging issues and safety concerns can be addressed.

**Bonfires and Compost:** MW kindly sent a short report for the meeting in his absence.

**Action:** TH will ask David Haynes to deal with the compost bins and trees.

**Skip:** It was agreed that JC would order a skip for the site to arrive sometime in March.

**Action:** JC to notify members of the arrival date and cost of a skip.

**Shop:** The shop will re-open on Saturday March 5th

**Trees and Wells:** Several trees bordering the site need to be lopped and willows near to the water tank need pollarding. TH has spoken with Julian Cooper. Some members are going to

investigate the costs of having tree stumps on their plots ground out by Grindforce. The fir tree on plot 6W needs to be removed.

**Action:** TH to provide Julian Cooper with a list of relevant trees.

**Lease update:** JC advised that we are still awaiting further information on this.

**Port Meadow access path repairs and maintenance:** TH has spoken with Mike Scott (Oxford City Council) and James Blockley from the (Oxfordshire County Council). The resurfacing of the path and the leakage of stones from the gabions both need addressing.

**AOB:** TH received a request from Alan Allport (Chair, Friends of the Trap Grounds) for contractors working on the Trap Grounds to use some of the Allotment parking places at the end of Aristotle Lane. This would only be 3/4 times a year and on a weekday when many of the spaces are unused. TH agreed to this.

It was also agreed that Mary Gurr would be asked to write a short report about the Cutteslowe Larder scheme for the AGM. The meeting closed at 12.40pm.

**Date of Next Meeting** Tuesday 21st June at 11a.m at 23 Chalfont Road.