

**FAIRACRES ROAD ALLOTMENT ASSOCIATION ANNUAL GENERAL MEETING 2021**  
**22 April 2021 on Zoom online platform.**

**Present:** Catherine Ferreira, Clive Lindley Jones, David Morris, Emma Gasgoigne, Emma Harion, Jane Carlton Smith, Jane King (Membership Secretary), Janette Smith, Joanna Gilmour, Julia Hollander, Kay Millar, Malcolm Hope, Margaret Thompson, Marc Thompson, Mark Evans (Treasurer), Niki Sporrang (Secretary), Paul Hopkins (Chair), Pete Cranston, Polly Woolstone, Rob Waygood, Simon Fisher and Sue Coles.

22 members were present, including Committee members.

**1. Introduce Committee**

Chair Paul Hopkins introduced the Committee members to the members.

**2. Review of minutes and actions arising from AGM of 2019**

Everyone agreed with the minutes from 2019. *Note, in accordance with UK Government, National Allotment Society & ODFAA advice the 2020 AGM was not held.*

**3. Membership Secretary's report**

Jane King, our Membership Secretary, gave her report. The association has had 80 enquiries for plots in the last 12 months. We currently have 50 people on the waiting list. Very few have given up plots recently – only 2 in the last year.

**4. Treasurer's report**

Mark Evans, our Treasurer, reported that we had £4,424.12 in the bank at the end of 2019, and £4,580 at the end of 2020. However, an estimated £1,600 of that balance consists of plot deposits, leaving us with a disposable bank balance of £2,980. Mark highlighted the cost of water in 2019, which was partially caused by an arrears from no billing in 2018. In 2020, the cost of water was £653. Other costs during the last year were saplings for hedge planting along the fence line and bird food. COVID resulted in less spending and an 8% increase in assets.

**AFTERNOTE: Copies of 2019 and 2020 Accounts added after this document PDF'd**

Paul Hopkins, our Chair, explained that Council grants, which in the past we have been able to make use of, have now been withdrawn. This has resulted in allotment associations having to increase their reserves in order to be able to meet unexpected costs or larger investments necessary on site; such as the replacement of entry gates. He also Thanked Chris Terry (Plot 75) for checking the accounts for 2019 and 2020.

**5. Chair's report**

Paul Hopkins began his report by saying that we were all lucky that Gove decided we could go down to the allotment, as part of our daily exercise during the first lock-down, and have been able to continue to do so. The site has been looking tidy, as members made use of this opportunity and many had more time to spend on their plot. But it has also been a year of loss and sadness among our members, not due to COVID. Sadly, we have lost several long-standing plot holders and friends: Larissa Whitefield, a former Chair; Geoffrey Rose and Caroline Maas.

Furthermore, Paul explained that we are considering changing our statutes in the future, potentially shifting our organisation from association to a co-operative. One reason is to reduce potential risks of committee members being liable. This is part of a wider ongoing discussion between the Oxford City Council (OCC) & Oxford & District Federation of Allotment Associations (ODFAA) and linked to the renewing of leases, that in their present guise the OCC has decided

that they are not suitable for the present age. If we become a co-operative, we may need to change our name.

We are currently waiting for clarification from the Council on new rules and lease agreements. ODFAA is looking at the options, but waiting on the Council.

## **6. Vote on the following Motions:**

### *a) Proposed changes to Rules and Constitution*

The Chair proposed that the revised Rules and Constitution are accepted. Jane King seconded. Members present approved.

**AFTERNOTE: Documents detailing proposed Rule & Constitution Changes emailed to members**

**10 Mar 2020**

### *b) Proposed rent increase*

As explained earlier, in connection with the Treasurer's Report, new requirements are put to allotment associations in order to buffer for the withdrawal of Council support and grants. To help meet these new requirements and cover increased annual running costs, the Committee proposed a rent increase from £20 to £25 for smaller plots and from £35 to £40 for those who have more than 2 ½ pole (or 2 plots separate plots). The rent increase was approved after some discussion.

### *c) Proposal on work party opt-out fee*

In connection with the increase in plot rent, it was proposed that the work party opt-out fee would be reduced from £30 to £15. This reduction was agreed by the meeting.

### *d) Proposal to join the National Allotment Society*

The Chair gave the members some background information about the proposal to join the National Allotment Society (NAS). Though due in part to the association perhaps changing its status to a co-operative (see Item 5), there are other advantages, including liability insurance for members.

The Chair proposed to the AGM that the Association joins the National Allotment Society in 2022, and that FRAA covers the cost of members and joint plot holders only. The cost of this move would be £3 per member, and membership would be included in the plot rent. David Morris seconded. Members present approved.

## **7. Working Party update**

The Chair explained that we cannot organise working parties under the current rule of 6, so we have to delay join working parties until the rules change. This has meant a delay in the refurbishment of the polytunnel. The members will be kept up to date accordingly.

## **8. Members' submissions**

No written submissions had been put forward and none were tabled at the meeting.

## **9. Election of officers**

The Committee members were re-elected.

**10. AOB**

Marc & Margaret Thompson enquired about the status of second polytunnel and if it could be used. Nothing else.

**11. Date and venue of next meeting**

The Committee will propose a date in March 2022, hopefully to be held in the Gladiator's Club but subject to current rules at the time. A Thursday at 7.30 pm is a good time.

Minutes recorded by Niki Sporrang (Secretary)

Released by Paul Hopkins (Chair)

**FAIRACRES ROAD ALLOTMENTS ASSOCIATION -Y/E 31.12.19****Income and Expenditure Account**

	£	
<b>Income</b>	<b>2019</b>	<b>2018</b>
OCC grant	<b>220.00</b>	0.00
Plot rent	<b>1460.00</b>	1178.25
Insurance	<b>158.00</b>	154.00
Plot deposit	<b>20.00</b>	60.00
Donation	<b>264.00</b>	328.01
Seeds sales	<b>446.30</b>	
less cost of sales	<b>376.33</b>	
Profit on seed sales	<b>69.97</b>	
Other	<b>219.80</b>	563.07
<b>TOTAL INCOME</b>	<b>2411.77</b>	<b>2283.33</b>

**Expenditure**

Water	<b>943.95</b>	0.00
Rent	<b>155.84</b>	155.84
Equipment	<b>255.79</b>	
Plot/key deposit	<b>40.00</b>	20.00
Maintenance	<b>431.33</b>	1577.98
Insurance	<b>60.00</b>	60.00
Other	<b>611.62</b>	780.18
<b>TOTAL EXPENDITURE</b>	<b>2498.53</b>	<b>2594.00</b>

Excess of expenditure over income	<b>86.76</b>	310.67
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**SUMMARY**

Opening balance	<b>4510.88</b>	4821.55
Total income	<b>2411.77</b>	2283.33
	<b>6922.65</b>	7104.88
Total expenditure	<b>2498.53</b>	2594.00
<b>BALANCE at 31.12.19</b>	<b>4424.12</b>	<b>4510.88</b>

**Balance Sheet**

Income and Expenditure A/C	01.01.19	<b>4510.88</b>
Less deficit for the year		<b>86.76</b>
Net worth	31.12.19	<b>4424.12</b>
<b>Represented by</b>		
Bank balance	31.12.19	<b>4579.96</b>
less creditors		<b>155.84</b>
Total assets	31.12.19	<b>4424.12</b>

**FAIRACRES ROAD ALLOTMENTS ASSOCIATION -Y/E 31.12.20****Income and Expenditure Account**

<b>Income</b>	<b>2020</b>	<b>2019</b>
OCC grant		220.00
Plot rent	<b>1925.00</b>	1460.00
Insurance		158.00
Plot deposit	<b>20.00</b>	20.00
Donation	<b>25.00</b>	264.00
Seeds sales	<b>775.43</b>	
less cost of sales	<b>644.60</b>	
Profit on seed sales	<b>130.83</b>	69.97
Other	<b>392.00</b>	219.80
<b>TOTAL INCOME</b>	<b>2492.83</b>	<b>2411.77</b>

**Expenditure**

Water	<b>653.17</b>	943.95
Rent	<b>155.84</b>	155.84
Equipment	<b>332.53</b>	255.79
Plot deposit		40.00
Maintenance	<b>442.85</b>	431.33
Insurance	<b>75.00</b>	60.00
Security	<b>54.99</b>	
Other	<b>491.99</b>	611.62
<b>TOTAL EXPENDITURE</b>	<b>2206.37</b>	<b>2498.53</b>

Excess of income over expenditure	<b>286.46</b>	-86.76
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**SUMMARY**

Opening balance	<b>4424.12</b>	4510.88
Total income	<b>2492.83</b>	2411.77
	<b>6916.95</b>	6922.65
Total expenditure	<b>2206.37</b>	2498.53
<b>BALANCE at 31.12.20</b>	<b>4710.58</b>	<b>4424.12</b>

**Balance Sheet at 31.12.2020**

Income and Expenditure A/C

Add surplus for the year

Net worth	<b>4424.12</b>	4510.88
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	<b>286.46</b>	-86.76
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**Represented by**

	<b>4710.58</b>	4424.12
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Bank balance at 31.12.20

less creditors

Total assets	<b>5049.20</b>	4579.96
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	<b>338.62</b>	155.84
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**Capital reserves**

	<b>4710.58</b>	4424.12
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Total assets at 01.01.20

less: ODFAA Prize Money

less: Plot Deposits	<b>4424.12</b>	4510.88
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	<b>200.00</b>	200.00
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Add surplus for the year

	<b>1600.00</b>	1600.00
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Working capital reserves

	<b>2624.12</b>	2779.96
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	<b>286.46</b>	-86.76
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	<b>2910.58</b>	2693.20
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