

**Upper Heyford Parish Allotments.  
Trustees meeting, 3<sup>rd</sup> September 2023  
10.00am**

**Minutes: 10:33**

Apologies from SP –

1. Trustees present Nick, Sue B, Kevin & Charlie
2. Apologies Sue Prattley.
3. Main on-going matters arising from meeting held on the 18<sup>th</sup> May 2023
  - a) Change of names on land registry, update -  
Nick to find & circulate draft new constitution. We are all to sign it in the next 4 weeks  
Nick to investigate incorporated charitable status see stages of actions below
  - b) SSEN progress, compensation, schedule for work.  
We will receive approximately £7000 for renting part of the allotment field to be paid in two instalments first now and second at the end. + £540 / week if they overrun. Out of this money we compensate Ron Varney for loss of crops. After contractors have left Ron can keep hard-core to use on his track.
  - c) New UHPA gates  
commission - raised hinges – add the plaques or the  
CH to investigate David incorporate coronation & vegetables. Find out price and get price from Kelly's Banbury
  - d) Name change on CCLA Investment Fund – Allotment 2 yearly payments of £5.66 or £5.67 41.2 shares in the fund.
  - e) Agree figure to increase Ron Varney's rent of field – Agree in line with inflation and to follow this yearly.
  - f) Plot 8 work party, rewilding and bench. Harvest supper 28/10 (possibly 15/10)  
  
Before the village bonfire – can parish council trim the trees, get the brambles  
KA to ask parish council ask when they clear trees.  
Tree overhanging wall by telegraph pole. Clear it all again on wassailing and the wall.
4. Need for constitution or governance paper on Charity Commission site.  
see 3 / a and actions below
5. Update on account balance 30/6 = £6807.51  
Water going out £5.37 / month in 1<sup>st</sup> September they want us to pay in arrears.  
all agree Direct debit is useful.

6. Suggestions on how to spend some of the money in account.

KA to investigate limit on amount we can keep in our account as a charity.

All present agree to use plot (8?) to create several smaller plots which can be given / rented to the village at affordable rates with share seeds and sponsor / mentor allotment holders.

All present agree to buy trees for a community orchard

7. Booking of village hall for Harvest Bring and Share on 15<sup>th</sup> October or 28/10 (Nick's preference) and possibly for Wassailing on the 14<sup>th</sup> January 2024.

CH to make flier – bring and share supper bring a harvest food contribution with surplus veg  
Hot dogs provided by UHPA with a BBQ sausages (rsvp with dietary requirements)

SB to enquire with Nuala to book hall.

8. Work party to clear some of the boundary walls.

Two work parties one in October to clear allotments, January to clear walls along boundary & plant trees in community orchard and January to plant hedges and rabbit proof fence. (see point 12)

9. Enquiries and vacant plots. 2 plots available. Plum tree plot  
2 since last meeting (fritwell) Someone from the village or heyford park?

10. Update on collapsed borehole and HUH.  
Fixed & lessons learnt.

11. Update on HUH and ecology, borehole and ecology visit.  
Sue B loved reading it

12. Any other business.  
A partnership between parish council & UHPA to plant hedging the whole length of the Portway boundary towards Somerton we're entitled to 290M hedges + the trees. Workparty for hedges & Trees in January. Date TBC.

Rabbit proof fence then too? CH to enquire with Nicholsons.

13. **Date for next meeting 10:30 am 2/12/23** meeting closed at 12:20