# Agenda

- 1. Wselcome and introductions from Chairman
- 2. Apologies for absence
- 3. Minutes of the 2024 AGM
- 4. Matters arising from the 2024 AGM not included in this agenda
- 5. Chairman's Report
- 6. Secretary's Report
  - a. Changes to our Terms and Conditions
  - b. Changes to our Constitution
  - c. Changes to our Service Level Agreement
- 7. Treasurer's Report
  - a. Receipts and Payments
  - b. Rent levels for 2025/2026
- 8. WAM Committee Retirements, nominations and elections
- 9. The Geddes Cup
- 10. Any other business
- 11. Questions from the floor
- 12. Date of the next AGM



# Welcome and introductions from Chairman



# 2. Apologies for absence

Chesswood – Rik Pease, Lorraine Robinson, Simon Booth, Richard Lawson.

George Vth – Andy Heater.

And at least 12 more tenants from various sites.



#### 3. Minutes of the 2024 AGM

Resolution:

To accept the minutes of the 2024 AGM



# 4. Matters Arising

None



# Purpose of the AGM:

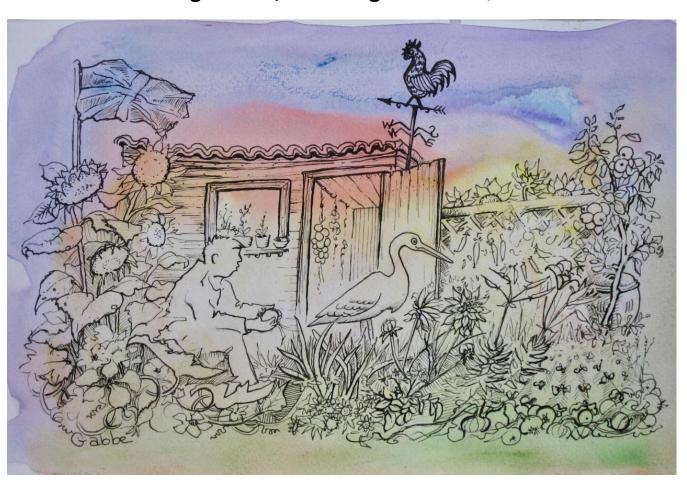
- To look back at the past years
- To look forward to the coming year
- Questions should relate to the presentations only



# **WAM AGM**

12<sup>th</sup> September, 2025

East Worthing Community Centre, Pages Lane, Worthing BN11 2NQ





# 5. Chairman's Report



Most of you wil be aware that I have decided to step back from the Chairman's role after the end of September.

Consequently, this will be the last time I conduct this presentation.

I would therefore like to take a few minutes to look back over the past eleven years.

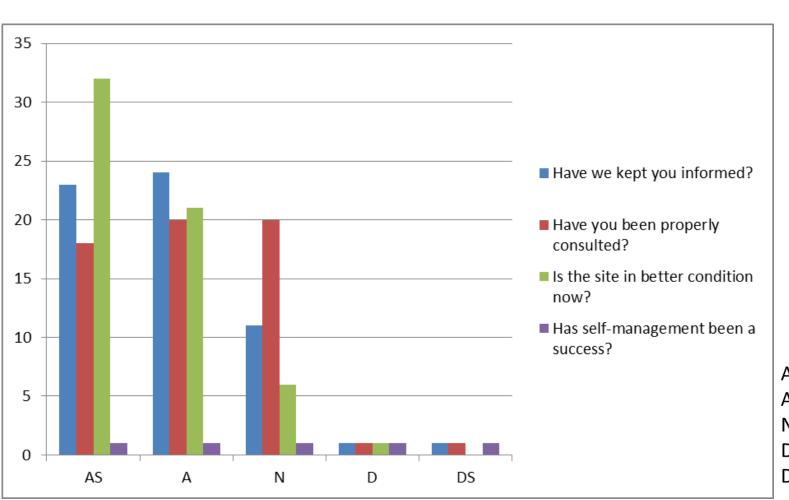


#### **WAM Committee Members**

- Chair John Scrace
- Secretary Paul Eustice
- Membership Secretary Peter Hannam
- Treasurer Elaine Sola
- Site Manager Jack Powis
- Overseers Jeff Jones, Jimmy Barrio
- Derek Turner
- Daryl Alden
- Steve and Paula Jowett
- Jenny Martin



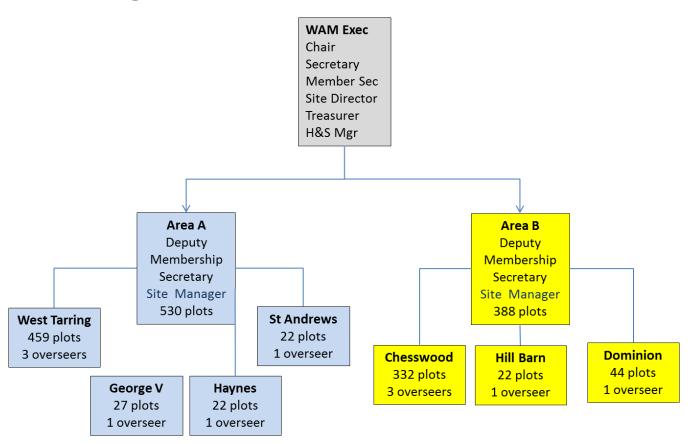
#### d) Satisfaction Survey:



AS – Agree strongly A – Agree N- Neutral D- Disagree DS Disagree strongly



#### Management of other sites:



#### 2015

#### **WAM Committee Members**

- Peter Hannam Chairman
- Paul Eustice Secretary
- o Pam Hannam Treasurer
- Jack Powis Site Manager Area A/ Overseer West Tarring
- Gloria Aylott Site Manager Area B/ Overseer Chesswood Farm
- Jenny Martin Membership Secretary
- Lorraine Robinson Assistant Membership Secretary
- Daryl Alden Special Projects
- Bill Geddes Health & Safety Manager/Overseer West Tarring
- Sarah Palmer Newsletter Editor
- Jeff Jones Overseer West Tarring
- Rik Pease Overseer Chesswood Farm
- Bill Mann Overseer Chesswood Farm
- Barry Brackley Overseer Dominion Road
- Tim Weller Overseer George Vth Avenue
- Geraldine Harvey Overseer Haynes Road
- Mike Townsend Overseer Hillbarn Lane
- Richard Taylor Overseer St Andrews Road
- Steve Jowett Committee Member West Tarring



#### **Site improvements**

Chesswood - Operation Watershed





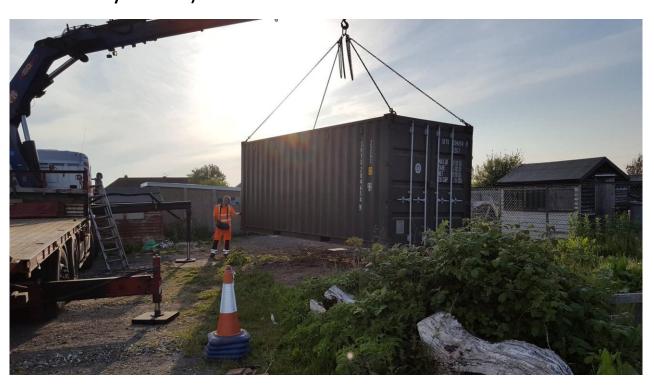
#### **Site improvements**

Chesswood - Operation Watershed and derelict areas





And a container full of tools to work with (paid for mainly with a grant from Worthing Community Chest)





#### **Site improvements**

Operation Watershed before





#### **Site improvements**

Operation Watershed after



2018

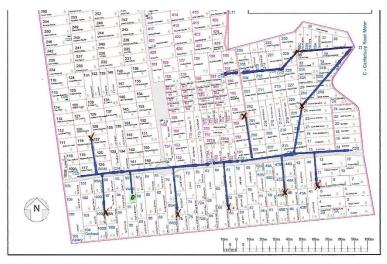
Chesswood



Chesswood



West Tarring



**Dominion Road** 



## 2019

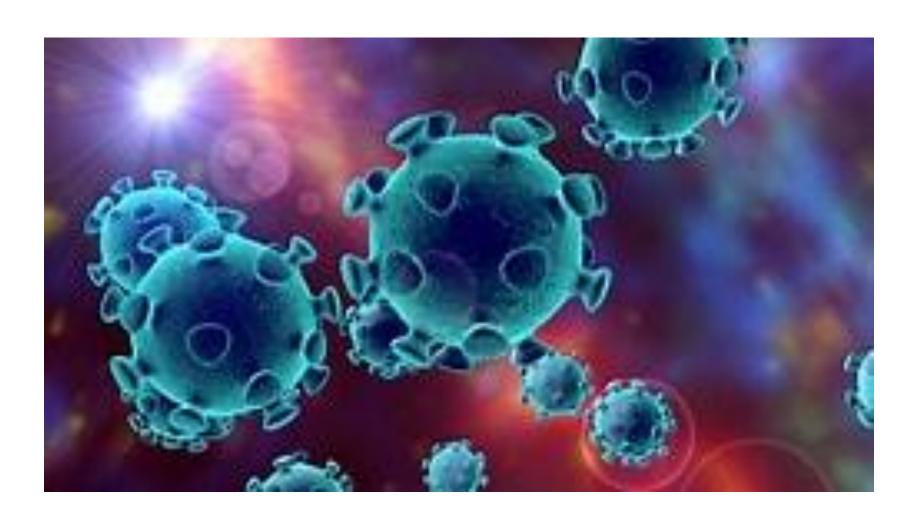
Chesswood



#### Chesswood







#### 2021



**Bob Bingham** 

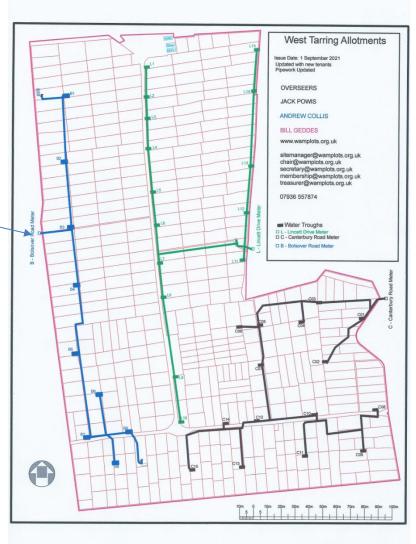
#### West Tarring

- Bob sadly died after succumbing to Covid on his 78<sup>th</sup> birthday in March 2021.
- His scrap metal venture raised over £10,000 for Humanitarian Aid.



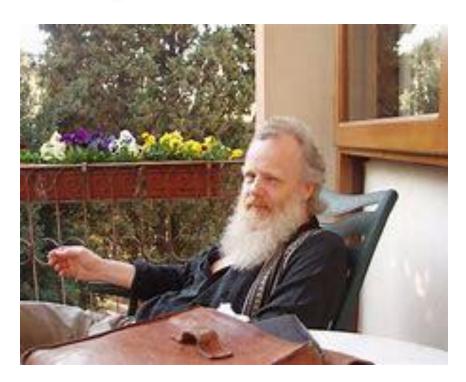
An additional water supply from Bolsover Road was installed.

In addition, the pipework at Chesswood was replaced.



West Tarring

#### 2022



**Paul Eustice** 

Paul succumbed to heart attack in 2022.

His contribution to WAM was significant and far ranging – from setting up WAM, fund raising for Chesswood, and acting as Secretary, to name but a few.



West Tarring





## 2023



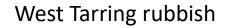
West Tarring

#### **West Tarring**



## 2024









2024



West Tarring flood relief









Yet more West Tarring rubbish







Haynes Road



#### Hillbarn













#### Hillbarn



Hillbarn



#### Hillbarn



#### 2025

#### Hillbarn



Before After

### 2024

#### **Dominion Road**







I am pleased to report that following fence repair, which we were required to fund, together with camera surveillance and the involvement of PCSO's we have had no further break-ins.

The camera revealed that some culprits were school children.



#### **Working Parties:**

All of our sites benefit from the time and effort spent by members of our working parties.

Activities range from plot clearance, maintaining flower borders, plumbing and woodwork to name but a few.

I would personally like to thank all existing working party members for their immense contribution.

If you have any skills that could contribute to working party activities please contact your overseer, or let me know now.



#### **Pest Control:**

#### i. Rats

- a) Worthing Borough Council had employed an external company to monitor rats.
- b) With constraints on Council funds, WAM is now required to fund rat control.
- c) A pilot scheme is being undertaken at Hillbarn using internal resources.



#### **Pest Control**

#### ii. Wasps and Bees

- a) The presence of wasp nests should be reported to your Overseer, who will arrange for them to be dealt with.
- b) Issues with bees should be reported to Simon Booth 07921 766190 or <a href="mailto:brispark@gmail.com">brispark@gmail.com</a>





The following changes to certain documents have been agreed by WAM Committee but need to be ratified at this AGM.



- a) Changes to Terms and Conditions:
- 1. APPLICATION
- 1.2 Applications for tenancy or for a Co-worker will only be accepted by WAM if the applicant or Co-worker is over 18 years of age and is resident within the Worthing Borough boundary. Applications from residents in neighbouring areas may be considered if there is insufficient demand from Worthing residents.



a) Changes to Terms and Conditions:

#### 1. APPLICATION

	A person or Group Representative who
TENANT	holds an agreement for the tenancy of an
	allotment.



a) Changes to Terms and Conditions:

#### 1. APPLICATION

	A person or Group Representative who
TENANT	holds an agreement for the tenancy of an
	allotment. All tenants shall reside within
	the Worthing Borough boundary, with the
	exception of those tenancies existing
	before December 2015.



- a) Changes to Terms and Conditions:
- 3. ASSIGNMENT, SUBLETTING AND CO-WORKING
- 3.1 An individual tenancy of an allotment is personal to the Tenant named in the agreement. In the case of Group tenancies the tenancy belongs to the group itself, not the individual named signatory of the tenancy. The number of plots for any single tenant will be determined by WAM with consideration for the waiting lists.



- a) Changes to Terms and Conditions:
- 3. ASSIGNMENT, SUBLETTING AND CO-WORKING
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- a) Changes to Terms and Conditions:
- 5. RENT
- 5.3 Tenants may voluntarily relinquish their allotment before October or have their tenancy terminated for breach of the tenancy agreement before the year ends but no refund will be payable. However, in the case of transfer to another plot at any site, the rent for the remainder of the year will be deemed to have been paid in lieu of the refund for the relinquished plot.

14.1 The Tenant may terminate the tenancy at any time by giving 14 days notice in writing to WAM.

If a tenant decides to stop cultivating an allotment part way through a year because they intend to relinquish it, they must notify WAM so that the allotment may be let to a new Tenant without delay.



- a) Changes to Terms and Conditions:
- 5. RENT
- 5.3 Tenants may voluntarily relinquish their allotment before October or have their tenancy terminated for breach of the tenancy agreement before the year ends but no refund will be payable. However, in the case of transfer to another plot at any site, the rent for the remainder of the year will be deemed to have been paid in lieu of the refund for the relinquished plot. Tenants who have not paid their rent and who decided to relinquish after 2<sup>nd</sup> September will be issued with a pro rata monthly invoice for rent covering the period until the tenancy terminates (see 14.1).
- 14.1 The Tenant may terminate the tenancy at any time by giving 14 days notice in writing to WAM. The tenancy will not terminate until the end of the notice period. If a tenant decides to stop cultivating an allotment part way through a year because they intend to relinquish it, they must notify WAM so that the allotment may be let to a new Tenant without delay.



- a) Changes to Terms and Conditions:
- 6. WATER, BONFIRES, COMPOSTING AND OTHER RESTRICTIONS

#### **Drones**

6.28 Tenants shall not be permitted to fly drones over any allotment site for any purpose.

#### **Barbeques Firepits and Chimineas**

6.29 Tenants may use charcoal or gas-fired barbeques or firepits or chimineas on their plot only if suitable precautions are taken to prevent the spead of fire. The tenant will be liable for any damage resulting from the use of any barbeque, firepit or chiminea. Use of disposable barbeques shall not be permitted.



- a) Changes to Terms and Conditions:
- 7. LIVESTOCK, PEST CONTROL, DOGS, BEES AND ENVIRONMENTAL HEALTH

#### **Pest Control**

7.2 It is the responsibility of all Tenants to report any rodent activity to their Site Manager/Overseer. Similarly, wasp nests should also be reported.

#### Worthing Allotment Management

# 6. Secretary's Report

- a) Changes to Terms and Conditions:
- 13. TERMINATION BY WAM
- 13.1 e VI. If any of the above applies, WAM may serve a Notice to Quit (NTQ) or repossession in accordance with the service of notice provisions contained in these Terms and Conditions determining the Tenancy Agreement at the expiration of one month and re-enter the Allotment Garden. Should an NTQ or repossession be rescinded by WAM for any reason a payment of £20 shall be payable by the tenant within 7 days.
- VII. Any tenant who loses their plot from issue of a Notice to Quit or repossession cannot co-work any other plot on any of WAM's sites.
- 13.4 If a tenant loses their plot(s) after an NTQ or repossession, they may, at WAM's discretion, be permitted to join a waiting list again in due course, but may not take on another plot for at least three years after the date of eviction.



Any questions relating to the changes to Terms and Conditions?



b) Changes to the Constitution:

There have been no changes to the Constitution



c) Changes to the Service Level Agreement:

There have been no changes to the Service Level Agreement



#### **Draft Statement of position for the Year ended 31st August 2025**

	13,392.46
1,499.94	
248.90	
(312.31)	
(1,685.87)	
4,978.21	
(6,674.79)	
340.74	
(15.60)	
(47.29)	
854.76	
	(813.31)
	12,579.15
	248.90 (312.31) (1,685.87) 4,978.21 (6,674.79) 340.74 (15.60) (47.29)

#### **Draft Statement of position for the Year ended 31st August 2025**

Equipment,small tools, annual service and repairs	4,117
Including	
Asbestos removal	834
Servicing and repairs	1,207
WTA toilet lighting	639
Tool purchases	1,358
Other	<i>79</i>

Maintenance & Materials	4,383
Including	
Fencing	1,668
Pathway materials	886
Tree work	780
Plumbing materials	234
Rubbish removal	300
Other	514

Water charges	11,887
Chesswood	3,110
Dominion	101
George V Avenue	489
Haynes Road	207
Hill Barn	484
St Andrews	378
West Tarring	6,918
Contingency	200



Whilst inflation continues to outpace Government targets the most significant impact on us relates to water charges. Due to water companies being allowed a significant increase in investment, this is passed onto customers through higher charges. This has been front loaded which means we have seen an increase in the unit charge in excess of 40%. Coupled with one of the driest Spring/Summers on record, our use of water has also risen significantly. As a result, our water charges have increased by over 100%.

Other expenditure of note has, for the first time, included over £800 related to the cost of removing asbestos from an allotment plot having been left there by a former tenant. It is important that tenants are aware that they are responsible for removing items from their plots if they relinquish and Worthing Borough Council have advised us to pass on the costs to former tenants and their legal team will help recover if necessary.



Inflationary pressures persist in the economy caused in part by:

- The increase in employers' national insurance contributions
- The increase in the minimum wage
- The imposition of tariffs by the USA
- Energy costs
- The impact of dry weather on food production
- Etc

Then of course we have a budget in September/October where additional tax rises are likely and depending where they are, may be inflationary!



Rent levels for 2025-26:

Rents were increased from £10.70 to £11.00 per rod with effect from 1<sup>st</sup> October 2024.

Headline inflation currently is around 3.8% and is expected to increase to over 4% before falling back to the target rate of 2%. However achieving 2% is unlikely in 2025 and only a remote possibility in 2026.

Whilst we have reported a healthy surplus this year, we are in discussion with Council as to our future funding responsibilities through amendment of our SLA. As a result, it is likely that we will be required to finance expenditure that has previously been the responsibility of Council.



Our rents typically increase in line with inflation. Using 3.8% this means that rents should increase from £11.00 per rod to £11.41. 4% would mean an increase to £11.44.

We propose to increase Rents from £11.00 per rod to £11.50 per rod, with a 30% reduction for tenants over 65 years of age on 1st October 2025.

Note that: For all new tenants (post October 2015) the reduction will apply only to the first plot.



**Resolution:** 

To accept the Report from the Treasurer, including the rent levels for 2025-26.



#### **Retirements and changes**

- a) Andrew Heater joined Mike Spencer as Overseer at George Vth in October 2024. Mike is stepping down at the end of September.
- b) Peter Hannam is stepping down as Chairman at the end of September. Rik Pease will take over as Chairman, and he will continue in the role of Site Manager at Chesswood.
- c) The role of Waiting List Manager will be undertaken by Carol Mayzes.
- d) Simon Booth has agreed to be an Overseer at Chesswood.
- e) Steve Jowett resigned as Overseer at West Tarring in May. This role has been taken up by Peter Hannam.
- f) Caroline Webb will transition away from her role as Secretary. Andrew Heater will transition into the role in due course



#### **Current composition:**

- a) Peter Hannam Chairman
- b) Caroline Webb Secretary
- c) Phillip Wright Treasurer
- d) Jack Powis Site Manager Area A/ Overseer West Tarring
- e) Rik Pease Site Manager Area B/ Overseer Chesswood Farm
- f) Lorraine Robinson Membership Secretary
- g) Peter Hannam– Overseer West Tarring
- h) Roy Nicholson Overseer West Tarring
- i) Richard Lawson Overseer Chesswood Farm
- j) Denis Chadwick Overseer Dominion Road
- k) Mike Spencer/Andrew Heater Overseer George Vth Avenue
- I) Clive Roberton– Overseer Haynes Road
- m) Richard Lyons Overseer Hillbarn Lane
- n) Richard Taylor Overseer St Andrews Road



#### Officers eligible and willing to stand for election to Committee:

- a) Chairman -
- b) Secretary Caroline Webb
- c) Treasurer Phillip Wright
- d) Area A Site Manager Jack Powis
- e) Area B Site Manager Rik Pease
- f) Membership Secretary Lorraine Robinson

Overseers and other members are appointed/confirmed by WAM Committee



#### Nominations received for each post

- a) Chairman Rik Pease
- b) Secretary None
- c) Treasurer None
- d) Area A Site Manager None
- e) Area B Site Manager None
- f) Membership Secretary None



#### **Resolution:**

To accept the appointment of the officers below to WAM Committee for 2025-26

- a) Chairman Rik Pease
- b) Secretary Caroline Webb/Andrew Heater
- c) Treasurer Phillip Wright
- d) Area A Site Manager Jack Powis
- e) Area B Site Manager Rik Pease
- f) Membership Secretary Lorraine Robinson



### 9. The Geddes Cup

This cup, generously donated by Bill Geddes, is to be awarded each year to the person making the greatest contribution to the allotments and fellow tenants.

Nominations for this are made by members of the WAM Committee.



### 9. The Geddes Cup

This year's winner is

# **Peter Hannam**



### 10. Any other business



#### 11. Questions from the floor



#### 12. Date of the next AGM

11<sup>th</sup> September 2026