



**MINUTES OF A MEETING OF THE TOWN COUNCIL'S ALLOTMENTS COMMITTEE HELD ON 18<sup>th</sup> OCTOBER 2017 IN THE COMMITTEE ROOM AT THE CIVIC CENTRE AT 6.00PM.**

**PRESENT:** Councillors: P Barton (Chairman), P Smith (Town Mayor), T Luker, N Pinnegar, L Farmer.

Co-opted members: Mrs H Summers, C Mitchell, I Jones, and 1 member of the public.

**IN ATTENDANCE** Mrs D Hyam.

**159. APOLOGIES FOR ABSENCE.** R Claydon (Deputy Town Mayor), A Burns, B Elloway.

**160. DECLARATIONS OF INTEREST AND DISPENSATIONS.** None expressed by members.

**161. MINUTES OF THE MEETING HELD 26<sup>th</sup> July 2017.** Proposed by Cllr P Smith and seconded by Cllr N Pinnegar that the minutes of the meeting held on 26<sup>th</sup> July 2017 be approved as a correct record and signed by the Chairman. Agreed all in favour.

**162. WATER SUPPLY NEW ROAD.**

I Jones, C Mitchell and a member of the public entered the meeting.

Cllr Smith had prepared a spread sheet containing 5 quotes for the committee to consider. After much discussion, it was decided that Option 1: Severn Trent Water for the majority of the work with the addition of Pipeline for the stand pipe would be the best option at the cost of £5160.77. This was the only quote that included the contractor being responsible for the pipe from the point where it connects to the water main in New Road to the stop cock connection on boundary to the allotments next to the main gate. It was proposed by Cllr Smith and seconded by Cllr Luker for this to be put before the Town Council for consideration. All in favour.

**163. MAIN PATH AT NEW ROAD ALLOTMENTS.** The Council are looking at several options to improve the path by installing a handrail, hoggin and gravel and to ensure there is good access for pedestrians and wheelbarrows. A site meeting will be arranged to discuss the plans and the finer points of the specification so the contractor can submit a quote.

**164. NOTICEBOARD.** The final position will be confirmed following alterations to the path and the installation of the new water supply and standpipe.

**165. KNAPP ROAD STRIMMING.** Some quotes had been submitted to the Council for strimming vacant plots and overgrown areas of the site. It was felt that these quotes were highly priced so Mrs Hyam will contact other contractors to obtain more quotes. It has been difficult to find local contractors with the correct equipment for cutting brambles and thicker foliage willing to submit a quote. Once the plots are strimmed they will be covered in weed proof membrane as previously discussed. This will help new tenants to get established. It had also been agreed to introduce charging a holding deposit for new tenants.

**166. MEETING FOR ALLOTMENT TENANTS.** Due to illness of councillors and staff the maintenance of the allotments over the past 12 months has fallen behind. The Council is aware that there is work to be done and there are several projects being worked on such as the water and main path at New

Road. A meeting will therefore be arranged with the aim of getting a clearer picture of what needs to be improved and asking tenants to contribute by raising issues to be included in a 5 year budget plan. It was noted that The Knapp Road Allotment Association completed a lot of work on the allotments by shoring up and laying paths with funds for materials from the Council some years ago, but with dwindling numbers of members unfortunately this has not continued. It is hoped the association will attract new members as over the past 18 months there have been several new tenants, and that an association can be formed at New Road to get tenants involved. It was agreed that the meeting be held in the Coombe Suite on Monday 4<sup>th</sup> December. Mrs Hyam to send out letters of invitation to all tenants.

**167. VACANT PLOTS AND PLOT INSPECTIONS.** There are 4 ½ vacant plots at present but it is expected to rise following the annual rent requests. There are no names on the waiting list. The inspections have been useful for evicting non-compliant tenants and understanding circumstances some tenants have experienced resulting in plots being in a poor state.

**167. REPORT FROM KNAPP ROAD REPRESENTATIVES.** It was reported that the top path is uneven and will need attention and the post of the gate near Locombe Place is rotten. Mrs Hyam confirmed that the post had been reported.

**168. REPORT FROM NEW ROAD.** Concern had been raised by an allotment tenant with regards to the vegetation on the bank by the new housing development at the Chipping Surgery. It was noted that the bank was left in an unstable condition by the developer and clearing the bank of vegetation might cause the bank to slide and that areas of the allotments have been left fallow for wildlife.

**169. ITEMS FOR FUTURE MEETINGS.** Report on tenants meeting. To co-opt new member.

**170. NEXT ALLOTMENTS COMMITTEE MEETING.** Wednesday 10<sup>th</sup> January 2018.

**171.** This completed the business of the Allotments Committee

Signed.....Chair of the Allotments Committee

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