

DRAFT



MINUTES OF A MEETING OF THE TOWN COUNCIL'S ALLOTMENTS COMMITTEE HELD ON 4th JULY 2018 IN THE COMMITTEE ROOM AT THE CIVIC CENTRE AT 7.00PM.

PRESENT: Cllr P Barton (Chairman), Cllr T Luker, Cllr N Pinnegar, Cllr L Farmer.

Co-opted members: Mr C Mitchell, Mr V Howell.

IN ATTENDANCE Administrator Mrs D Hyam.

205. ELECTION OF CHAIRMAN. It was proposed by Cllr T Luker and seconded by Cllr N Pinnegar and all in favour that Cllr P Barton be elected as chairman of the Allotments Committee.

206. APOLOGIES FOR ABSENCE. Cllr P Smith (Mayor), Cllr R Claydon (Deputy Mayor), Mrs H Summers.

207. DECLARATIONS OF INTEREST AND DISPENSATIONS. None expressed by members.

208. PUBLIC FORUM. None present.

209. MINUTES OF THE MEETING HELD 14th March 2018. Proposed by Cllr T Luker and seconded by Cllr N Pinnegar and agreed 5 in favour and 1 abstention that the Minutes of the meeting held on 14th March 2018 to be approved as a correct record and signed by the Chairman.

210. REPORT FOLLOWING TENANTS MEETING.

The draft minutes of the tenants meeting had been circulated to members prior to the meeting and copies were available. The Chairman noted the following points from the draft minutes.

- a) The New Tenant Holding Deposit was now operational.
- b) The tenants welcomed the Allotment News and found the garden tips section particularly helpful, especially for beginners. Some suggestions were made for future articles including Charles Dowding no dig method and information on tick removal, with links to websites.
- c) No working parties had been formed but it was noted that there are a number of tenants that offer help and advice to new tenants.
- d) Budget items would be discussed later in the meeting.
- e) A rotavator had been purchased by a tenant at Knapp Road, and enquiries are being made to establish if other tenants could use it for a small fee, to go towards its up-keep. Mrs Hyam to contact the tenant with a view to putting contact and other details in the next newsletter.

211. BEST KEPT ALLOTMENT COMPETITION RESULTS. The Chairman reported that the judging of the competition took place last week following an initial plot inspection to establish which plots were of a standard suitable for judging. The results are shown in the table below.

Allotment Site	Award	Plot number	Score
New Road	1 st Place	13	84
New Road	2 nd Place	11	83
New Road	3 rd Place	35	80
New Road	Highly Commended	5	77
New Road	Highly Commended	37	77

New Road	Highly Commended	38	75
New Road	Best Newcomer	27A	69
Knapp Road	1 st Place	11	80
Knapp Road	2 nd Place	27A	77
Knapp Road	3 rd Place	18	67
Knapp Road	Best Newcomer	28	71

212. VACANT PLOTS. It was noted that there are 4 ½ plots available at New Road, some have been strimmed and covered and this work is ongoing. There are 3 ½ plots available at Knapp Road which will need strimming and covering. Following the recent plot inspections, 2 letters to remedy and 1 letter to terminate will be sent to tenants. It was noted that one tenant of a plot under special measures had been approached by a site representative suggesting that they should give up the plot.

213. ITEMS FOR THE BUDGET. Following the tenants meeting the items detailed below were put forward for consideration for the Town Council Budget meeting to be held in November 2018.

- Handrail and infill to middle steps at Knapp Road - this is due to the steepness of the steps and gravel and soil being washed away. Some tenants that have plots in the area are retired or elderly. As a result the Chairman pointed out that this would need to take priority and quotes would be sought for the work.
- The top path at Knapp Road needs to be re-aligned, shuttering installed and levelled off. The path has become uneven and narrow in places due to tenants extending their plots encroaching on the path. Quotes will be sought for the work.
- The area of brambles next to plot 35 is hoped to be strimmed and treated with weed killer using Town Council resources.
- The mound next to plot 35 is now encroaching onto the bottom path. Following the work detailed above to the area next to plot 35, it was suggested that a mini digger could be used to level off the ground, so it can be used as another plot or communal area for tenants. Quotes will be sought for the work.
- A survey will be carried out to establish the condition of paths at both sites.

Quotes will be obtained for the works detailed above for discussion at the next Allotments Committee meeting in September.

214. REPORT FROM KNAPP ROAD REPRESENTATIVES.

a) Mr Howell requested any information on compost bins that may benefit tenants on the site. Mrs Hyam to supply copies.

b) The Chairman confirmed that the top path and part of the bank that is overgrown at the site would be strimmed using Town Council resources, and he went on to thank the representatives for their help with issues on the site.

215. REPORT FROM NEW ROAD REPRESENTATIVES. No representatives present.

a) The Chairman informed the committee that he had received a letter of complaint regarding the allotments. Due to the nature of the complaint, it had been forwarded to the Town Council and a response will be sent by the Clerk.

b) It was noted that the Memory Group have been making plans for plot 15 and that it is beginning to take shape. It is hoped that this will be of benefit to members of the group. A request has been made for a bench and if any of the Committee members are aware of a bench that can be donated to the Memory Group for the site, please contact the Chairman.

216. ITEMS FOR NEXT MEETING. To finalise budget items to be put forward for consideration to the Town Council for next year's budget.

217. NEXT MEETING. 19th September 2018.

Signed.....Chair of the Allotments Committee

Date.....

The meeting finished at 7.40pm

DRAFT