

Allotments Committee

10 December 2009, 20.00h

Present Councillors:	S Walford	Chairman
	G Clark	
	T Reason	
	J Turner	
	M Cheale	Folly Rep
	D Copland	Baxendale Rep
	M Wade	Hitchens Rep
	M Wing	Glebe Rep (sub)
	Julia Warren	Clerk to the Council
	Press	0
	Public	10

749-09 APOLOGIES AND SUBSTITUTIONS

Apologies were received and accepted from Cllr. G Clark (for her late arrival because of a prior commitment) and from Mr Watson (Glebe Field Representative) .

750-09 QUESTIONS FROM THE PUBLIC

Mr Young asked that consideration be given to additional stand pipes on Glebe Field following the creation of additional allotment plots.

He also expressed concern, reiterated by a number of the public present, about the area for vehicle turning on Glebe field, particularly should more plots be created. Councillors reminded those present that allotment fields were for growing produce rather than for parking areas. Planning permission would need to be sought for car parking and may not be considered appropriate.

Mr Cross requested that the gate to the Glebe South grazing field be moved and vehicular access to include a trailer be provided. He commented upon the fence to the field and the fence posts but was reminded that the field had been lease just a few months previously as seen and for two ponies. It was agreed that one of the three horses would leave by Christmas leaving two as per lease agreement from 1 January 2010. The Clerk would ask the Council's contractor to check the fence posts with the Chairman at a mutually convenient time and to advise Mr Cross.

Resolved: To note the requests

751-09 DECLARATIONS OF INTEREST

Councillor Turner advised that she rented an allotment plot on Glebe Field

752-09 MINUTES

The Minutes of the meeting held on 23 October 2009 were approved.

Resolved: To approve the Minutes of the meeting held on 23 October as a true and fair record, and for these to be signed by the Chairman.

753-09 GLEBE REPORT

The Glebe Field Report was taken first as the public present all had allotments on Glebe Field.

In Mr Watson's absence, Mr Wing presented the previously circulated Glebe representative's report. He noted and applauded the policy to offer half plots to new allotment holders and those who may find a full plot onerous. A request to use the allotment field representatives more was made. However, it was reported that new plotholders were already invited to contact the field representative when viewing/soon after taking up their plot. The Clerk also reported that all trees and bushes previously reported and agreed for pruning or removal (on the various fields) were in hand or had been actioned. One for example, by mutual agreement, awaited cabbage harvesting from the adjacent plot.

Most plots were reasonably tended. It was agreed that plot holder 6 who had been written to and approached in person on numerous occasions was failing to cultivate. With regret members agreed that with effect from 31 March the plot would be reallocated. In writing to her the Clerk would advise that should her situation change she could reapply, perhaps for a half plot, at a later date.

It was noted that a gap between the Marford Road gate and hedge existed. This it was agreed would be fenced off by the Council's contractor. There was also some hedge clippings and wood rubbish here which needed removal to retain pathway access

Resolved:

- 1 To note the report**
- 2 Clerk to write to plot 6 regarding lack of cultivation of plot and to advise that this would be reallocated from 1 April 2010**
- 3 Clerk to ask contractor to reinstate fence east of Marford Road gate and to get rubbish removed.**

754-09 BAXENDALE REPORT

Mr Copland presented his report which had been previously circulated. It was noted that plot holder 28 had moved from the area and given notice to leave by end March, he was in the process of clearing the allotment. The office would re allocate it to the person at the top of the waiting list.

It was noted that the scrub clearance had left a gap alongside the gate. This was disturbing because of recent thefts and unwanted access to the area. Members agreed that wooden fencing be immediately erected by the Council's contractor to close the gap and hawthorn whips be planted (by

allotment holders). Plot holders and those accessing the stables were to be encouraged to keep the gate closed and ideally locked. A kissing gate enabled easy pedestrian access.

Flooding remained a problem but Highways had reported that drainage along the Slype had been addressed

- Resolved:**
- 1 To note the report**
 - 2 Clerk to ask contractor to install fencing to close gap by the field gate**
 - 3 Allotment holders to plant hawthorn whips**
 - 4 Stables and allotment holders to be asked to keep gate closed and locked**

755-09 HITCHENS REPORT

Mr Wade presented his report which had also been circulated. It was agreed that plot holder 81 be advised to cut the ivy on the fruit tree and plot 80 be asked to remove the ceanothus, both by end January 2010. It was considered that some plot holders might prefer to cultivate a half plot. Agreed that Mr Wade and the Chairman review the allotment field after which individual letter would be sent.

It was noted that the hedge delineating Hitchens and Glebe fields required management. Agreed that the Clerk approach CMS for advice to provide a potential wildlife habitat for slowworms, hedgehogs, toads etc.

A request was made for a water receptacle under the bottom tap and agreed that Mr Wade ask whether any plot holders had an unwanted bath or similar

- Resolved:**
- 1 To note the report**
 - 2 Clerk to write to plot holders 80 and 81 requesting removal of ceanothus and ivy by end January 2010**
 - 3 Clerk to seek CMS advice over hedge management**
 - 4 Mr Wade to source a redundant bath as water store**

756-09 FOLLY REPORT

Mrs Cheale presented her report, circulated previously to all committee members. It was agreed that Mrs Cheale would speak to those recently written to and report back. Clerk would provide plot 12 with Mrs Cheale's contact details to assist with tree removal

- Resolved:**
- 1 To note the report**
 - 2 Clerk to write to Plot 12 advising that Mrs Cheale would assist with tree removal**
 - 3 Mrs Cheale to report back on plot cultivation regarding those plots written to following the October meeting**

757-09 REQUESTS

The request for a new gate in the Glebe South grazing field and for vehicle turning facilities had been considered at Minute 750-09.

Mr Strachan was given permission to prune his tree as desired, Mr Young had offered to assist with a chain saw.

It was noted that the noticeboard surface was inefficient – notices did not stay attached. Agreed that an alternative be sourced and work ordered within a maximum budget of £200.

- Resolved:**
- 1 To note and action the requests considered at minute 750-09**
 - 2 To permit Mr Strachan to prune the tree canopy assisted by Mr Young**
 - 3 Clerk to source a replacement surface for the noticeboards**

758-09 VILLAGE DAY 2010

Following the success of the allotments stall at Village Day 2009 it was agreed that a banner be produced for 2010 and beyond. Mrs Cheale offered to produce this, liaising with Ms Shortt.

Consideration was given to some kind of allotment presence in 2010, for example a scarecrow competition or 'horticultural show type top show'. This would be discussed at the next meeting

- Resolved**
- 1 Mrs Cheale to design and make an allotments banner for Village Day 2010**
 - 2 Consideration to competition /event to raise the allotments profile at Village Day 2010 to be given at March meeting**

759-09 SECURITY

It was reported that a number of thefts, breakins and antisocial incidents had occurred mostly on Glebe Field. Allotment holders were reminded of police advice to report all incidents and not to keep valuable items in sheds.

- Resolved:** **To note the report**

760-09 WAITING LISTS

It was reported that waiting lists stood at :

Baxendale	6
Folly Fileds	3
Hitchens/Glebe	15 (including 3 half plot requests)

- Resolved:** **To note the report**

The remaining public and allotment representatives left the meeting

761-09 BUDGET 2010-11 and RENT REVIEW

It was agreed that allotment rent would be set at £2.50 per pole from April 2011

Grazing fees from April 2010 were agreed at:

Glebe North £910

Glebe South £715

Folly £910

Baxendale £1,000

A budget request to Council was agreed as:

Prizes for Village Day	150
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Rents	1000
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Water	800
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Repairs & maintenance	1800
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Hedging/fencing	1500
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Skips	700
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Village Day publicity & banner	100
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New Tap	800
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Total budgeted expenditure	6850
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Anticipated income

Grazing income	3535
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Allotments approx	3400
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Total budgeted income	6935
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It was further recommended that the allotment records, currently hand written in ledgers, be computerised. The chairman had spoken with the Deputy Clerk who believed that over a period of two afternoons she could transfer all the information, thus enabling mail merge for invoicing etc, and easier update and access to data. The recommendation would be for the additional day to be worked at home to avoid interruptions.

- Resolved:**
- 1 Allotment rent from April 2011 to be set at £2.50 per pole. This to be advised with one year's notice with rental invoices for 2010.**
 - 2 Grazing fess for 2010 as above**
 - 3 Budget request for 2010-11 as above**
 - 4 To recommend to Council additional hours for the Deputy Clerk to computerise the allotment records.**

The Chairman declared the meeting closed at 22.55hrs.

Dated this day of 2010
Chairman