

Allotments Committee

4 March 2010, 20.05h

Present Councillors:	S Walford	Chairman
	G Clark	
	T Reason	
	J Turner	
	M Cheale	Folly Rep
	G Copland	Baxendale Rep
	M Wade	Hitchens Rep
	D Watson	Glebe Rep
	Irene Casper	Deputy Clerk
	Press	0
	Public	2

930-10 APOLOGIES AND SUBSTITUTIONS - None

931-10 QUESTIONS FROM THE PUBLIC - None

932-10 DECLARATIONS OF INTEREST

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

933-10 MINUTES

The Minutes of the meeting held on 10 December 2009 were approved.

Resolved: **To approve the Minutes of the meeting held on 10 December 2009 as a true and fair record, and for these to be signed by the Chairman.**

934-10 BAXENDALE REPORT

Mr Copland presented his report which had been previously circulated.

The rapid replacement of the fence by the entrance following the clearance of scrub in the autumn has been much appreciated.

However there is still an increasingly large gap in the fence on to the Slype. Members agreed mixed hedging should be used to fill this gap, (with post and wire across the hole whilst the hedging grows). Mr. Copland will pace out the distance where new mixed hedging is needed and report to the Clerk.

The gate across the bridleway is being left open throughout the day, which reduces security of the allotments and allows access for horses to the footpath to Marshalls Heath Lane.

Members agreed a letter is to go to the tenant of the grazing field.

Note: Mr. Copland has spare keys for the gate.

- Resolved:**
- 1 To note the report**
 - 2 Mr. Copland to inform the Clerk of the distance mixed hedging is needed to cover.**
 - 3 Letter to go to grazing tenant re the gate being kept closed and locked**

935-10 GLEBE REPORT

Mr. Watson presented his report.

A number of allotment holders have continued to work their allotments during the winter period.

Mr. Watson has received a small amount of security marker pens from PCSO JO Merritt, more are on order.

During the recent snow someone has driven over plot 20a and damaged plants on the plot and the adjacent path.

The track down within the allotment has been badly damaged with heavy tyre marks and lighter tyres where people have skidded.

Plot 41 has a lot of rubbish at the side blocking the hedge and footpath. Members agreed a letter to go to the plot holder.

Field Security – the gate is being left open, the lock still needs welding. Mr. Watson knows someone who will do this job.

Members agreed that if people were finding it difficult to cultivate a whole plot they should be offered a half plot, which they may find easier to work on.

- RESOLVED:**
- 1. To note the report**
 - 2. Letter to go to the tenant of plot 41 re the removal of rubbish.**
 - 3. Lock to be welded. (Mr. Watson)**
 - 4. Members to inspect the allotment field and report back to the Clerk plot holders who should be offered half plots.**

936-10 HITCHENS REPORT

Mr Wade gave a verbal report.

It has been quiet of late with no serious problems. Insulating the taps has been a good move.

A couple of shared greenhouses have been recently been erected. Members agreed that the office staff should inform the field representatives when a request to erect a shed/greenhouse has been received.

Members agreed that an audit of existing sheds/greenhouses should be undertaken.

Plots 80 and 81 to be inspected by the field representative and Chairman of the committee.

The hedge at the bottom of the field is to be allowed to grow higher this year.

A member of CMS (Countryside Managements Service) to be invited to attend the next committee meeting to give advice on the hedge.

An unwanted bath or similar is still required. Members agreed this request should go in the Pump.

- Resolved:**
- 1 To note the report**
 - 2 Clerk and Deputy Clerk to inform field reps when a request for a shed/greenhouse is received.**
 - 3 An audit of existing sheds/greenhouses to be undertaken. Action field reps.**
 - 4 Plots 80 and 81 to be inspected. Action Chairman and field rep.**
 - 5 A member of CMS to be invited to the next committee meeting. Action Clerk.**
 - 6 Request for a redundant bath or similar to be used as a water store to go in the Pump. Action Clerk.**

937-10 FOLLY REPORT

Mrs Cheale presented her report.

Mrs. Cheale gave a copy of a new draft diagram of the field, compiled by Mr Cheale, to the Chairman, who received the map with thanks.

No real problems, the laurel has now been removed which is a great improvement.

The boundaries between plots 6 & 8 and 8 & 10 need inspecting. Plot no 8 is only 25% cultivated. Plot 4 is mainly grass and fruit trees. Plot 20 -there is a lot of builders rubbish by the fence and shed. Members agreed a letter asking for the removal of rubbish is to go to the tenant of plot 20.

Members agreed to have a site inspection.

A letter has been received from the tenant of the grazing field regarding a recent incident that took place between the tenant and footballers in the car park.

Members agreed that the Chairman of the Playing Fields Committee be informed of this incident and be asked to instruct the Clerk to write a letter of complaint to the footballers.

- Resolved:**
- 1 To note the report**
 - 2 Tenant of plot 20 to be written to and asked to remove the builders rubbish by the fence and shed. Action Clerk.**
 - 3 A site inspection to take place. Action Committee members.**
 - 4 Chairman of the Playing Fields Committee to be asked to instruct the Clerk to write a letter of**

complaint to the footballers re parking at Folly Fields car park. Action Clerk.

938-10 REQUESTS

A request to install a new pedestrian gate in the Glebe South grazing field has been received. The gate would be paid for by the tenant.

Members agreed in principle to allow a 3' wide pedestrian gate only in the fence, not in the area the tenant has asked for, but further along towards the track. Members will inspect the site and speak to the tenant before permission is given.

Resolved: Members to inspect the site for a new 3' pedestrian gate, and speak to the tenant about the actual siting of the gate. Members will then instruct the Clerk to confirm approval of the request to the tenant.

939-10 VILLAGE DAY 2010 – consideration of competition/event to raise allotment profile

Members discussed the provision of a stall on Village Day to promote the allotments.

It was agreed a Working Party be set up to co-ordinate the running of the stall, publicity, banner, provision of produce, and report back to the committee at the next meeting.

Membership of Working Party: Fran and Trevor plus field reps.

A publicity flyer is to go in the envelope with the letting conditions and annual invoices.

Resolved

- 1 A Working Party will co-ordinate the provision of an allotment stall at Village Day 2010.**
- 2 A publicity flyer is to go in the envelopes with the annual invoices. Action - Trevor to produce the flyer and send it to the Parish Office.**

940-10 WAITING LISTS - update

It was reported that waiting lists stood at :

Baxendale	3 – (2 have been offered this week)
Folly Fields	2
Hitchens/Glebe	16 (including 3 half plot requests)

Members agreed to offer half plots when one becomes vacant.

Resolved:

- 1. To note the report**
- 2. New tenants be offered half a plot while there is a waiting list. Action Clerk.**

941-10 RULES AND REGULATIONS – to agree which paperwork to be circulated to plot holders.

The annual invoices are to be sent out to all allotment holders during

March.

Current allotment holders have never received a full copy of the rules and regulations document. The document is on the Parish Council web site and was posted on allotment notice boards.

Members agreed that this year the full document should go in the envelopes with the annual invoices; thereafter only new tenants to receive the full document.

Resolved: 1 That this year (2010) all allotment holders to receive the full rules and regulations document. Subsequently only new tenants to be given the full document. Action Deputy Clerk.

942-10 REVIEW OF INSURANCE – To identify items for inclusion in WPC policy.

The Allotments Committee has no capital items to be included in the WPC insurance policy.

Members agreed that information should be sought on the insurance situation for the personal responsibility of allotment holders.

**RESOLVED: 1. The Allotment Committee has no capital items which need to be included on the WPC policy.
2. The position of personal responsibility of allotment holders regarding insurance to be clarified and reported to the next meeting. Action Clerk.**

943-10 TERMS OF REFERENCE – to agree terms of reference for the Allotments Committee.

A draft Terms of Reference document for the Allotments Committee was circulated to committee members for amendment.

Members deferred this item to the next meeting.

RESOLVED: Terms of Reference for the Allotments Committee deferred to the next meeting

944-10 ANIMALS ON ALLOTMENT PLOTS

Councillor Reason expressed concern about the likelihood of vermin being attracted to allotment fields because of the amount of animals now on allotment plots.

The Chairman declared the meeting closed at 21.38hrs.

**Dated this day of 2010
Chairman**