

ALLOTMENTS COMMITTEE

Minutes of the meeting held on 8th October 2018 at 6.00 pm

Members present: Cllrs Meadows (Chair), Jarrett, Palmer and Williams.

Allotment Site Representatives present: Mr Maurice Febry (Sappercombe).

Others present: 2 members of the public were present.

Cllr Meadows opened the meeting by welcoming Cllr Palmer to the committee and everyone present.

1/18/19 Recording and filming of meetings

There were no requests to record or film the meeting.

2/18/19 Apologies

Received from Dr John Brooks (Allotment Site Representative for Ryeworth).

3/18/19 Declarations of interest

Cllrs Jarrett, Palmer and Williams declared an interest as allotment holders.

4/18/19 Election of a Vice-Chair. Cllr Williams proposed Cllr. Palmer as Vice-Chair and Cllr. Jarrett seconded. Cllr Palmer was elected as Vice-Chair of Allotments committee.

5/18/19 The minutes of the meeting held on 12th February 2018 were agreed and signed as an accurate record. All 10 actions identified on the Action List had been completed.

6/18/19 Reports from Site Representatives:

Sappercombe: Maurice Febry raised the following points:

- There had been a number of incidents of destructive vandalism:
 - The roof of the egg box (outside of the hens' enclosure) on plot 91 had been ripped off .
 - Further vandalism to the greenhouse on Plot 50 leaving jagged glass shards.
 - Young people continued to access the site in order to get water from the standpipes, as there is nowhere on the Beeches for anyone to obtain a drink.
 - With increasing use of the children's football pitches in the summer, some allotment tenants had had their cars immobilised by parents' double parking.

In response, the committee agreed that the Clerk would be asked to write to the Borough Council requesting action on two matters:

- Emphasising the damage that unauthorised access, by young people in particular, to the allotment site to obtain water, CBC would be asked to install a public drinking water fountain to service the hundreds of users of the Beeches playing fields.

- A request to erect a notice asking people to park considerately and not to block in other vehicles by thoughtless parking.

The question as to when the water would be turned off led to a discussion that concluded that the existing date of 1st November, previously agreed by the committee, would be retained and the water would be turned on again on 1st April. Both dates would be subject to variation if the seasons warranted a longer period, without damaging the pipes.

The chair thanked Maurice for his report and for taking such a positive role to the benefit of Sappercombe tenants.

07/18/19 Plot inspections

Croft had been inspected on 8th October with 4 red assessments of which two would result in Winter Cultivation letters. The other sites would be inspected on 16th.

08/18/19 Vacant Plots

The chair reported that there are currently only two vacant plots, one each at Sappercombe and Haver. There are two people on the waiting list at Ryeworth and one at Sappercombe.

09/18/19 Allotments Competition 2018

Cllr Williams gave a resumé of this year's competition. The committee considered that it had again delivered a fabulous awards evening in the Stanton Hall on 27th September but, as importantly, continued to increase the standard of cultivation across all sites. The competition would be held again in 2019 and lessons from this year had already been learned. The judging of the 2019 competition will be linked to the revised Rules and Conditions booklet that will be produced over the winter. Cllr Jarrett will advise the Clerk which of the 55 award winners had been unable to collect their awards, in order that they could be invited to receive them from the Chair of the Parish Council on 29th October.

10/18/19 Review of notices

A long discussion was held in respect of what notices were needed, where, for how long and how effective they are. It was concluded that:

- The 'No Fly Tipping' notice at Ryeworth (Greenway Lane entrance) had been successful insofar as preventing further dumping/tipping. It was agreed that even a small amount of material immediately attracted further tipping, so it was important that the Parish Council acted swiftly to remove rubbish on receipt of reports from tenants. Tenants were urged to take a more proactive role in the positive management of their allotment site and to report issues, caused by anyone, to the office. The Committee agreed to consider purchasing a larger, permanent and professionally made sign.
- The 'No dog fouling' notices at each of the Ryeworth entrances were considered to have worked very effectively. The committee agreed that they would be replaced for a while (with some design changes if possible) and then removed again in order to keep the message in the mind of dog owners.
- The 'Allotments available on xxxx allotment site' notices had been successful in attracting new tenants and would continue to be used.

11/18/19 Rules and Conditions booklet

The Rules and Conditions booklet is in the process of revision to incorporate rule changes already made and to review all other elements. The work will be completed this winter. Cllr Williams will identify those significant areas that the committee might want to take a view on and discuss, in order for more time to be given to the bigger issues before the whole document is brought back to committee.

12/18/19 Allotment charges 2019/20

The committee was reminded that Allotment Rents vary each year by the % change in the September RPI which will not have been published until shortly before the December meeting. In 2017/18, the Water Charge had almost exactly just covered the water bills (£1,600) , but that as the future charge reflected the previous year's costs, there might have to be a substantial increase as a result of necessary water use this summer. The meters would be read when the water was turned off in November. The Chair held this item over until the committee meeting on 5th December.

13/18/19 Water pipe corrosion

Cllr Williams advised that previous concern that there may be significant underground corrosion of steel pipes at Croft were now thought to be unconfirmed, as it had been reported that the two standpipes where leaks had required replacement of the standpipes, were likely to have been as the result of defective plumbing some years ago.

14/18/19 Action Plan 2018/19

The committee reviewed progress on this year's Action Plan. Actions had been completed or were underway on all projects. Some savings may be needed from the maintenance budget as there had been unbudgeted items of emergency plumbing and tree felling. Tenders were due back on the Easy Access plot on Sappercombe by 26th October, and it was hoped that this phase could be completed this year. The planters would need to come in Phase 2 in 2019/20.

It was agreed that, as every year, necessary modifications would be made to the Mowing Contract e.g. strimming nettles at Ryeworth Road entrance.

15/18/19 Projects for 2019/20

Members were requested to bring new projects or ideas for the maintenance programme, to the December committee.

16/18/19 Any Other Business

There was no other business.

The meeting closed at 8.15 pm

Date of next meeting: Wednesday 5th December 2018 at 6.00 pm **NB. NOTE CHANGE OF DATE**

These minutes are subject to approval at the next Committee meeting.