

CLEVEDON TOWN COUNCIL
MINUTES OF THE ALLOTMENTS COMMITTEE MEETING HELD IN THE COUNCIL
OFFICES, 44 OLD STREET, CLEVEDON, ON MONDAY, 18TH APRIL 2011
AT 7.30 pm.

Present: Cllr C Wring (Committee Chairman)
 Cllrs C Hall, J Middleton, P McNeill & N Pennycott.
 Committee Clerk – Mrs S Howard

Tenants Reps: A Stephens (CH), P Cornock (CH), D Beynon (WA), K Santo (ML)
 & R Cheek (HA).

AL 11/01 APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllrs C Arnold, L Knott, P Heath (Town Clerk), W Rowlinson (ML) & Mrs D Holladay (VR).

AL 11/02 DECLARATIONS OF INTEREST

There were no items of interest.

AL 11/03 MINUTES

The minutes of the Allotments Committee meeting held on 7 March 2011 were APPROVED as a TRUE RECORD and SIGNED by the Chairman.

AL 11/04 UPDATES AND ACTIONS

Church Hill – Arrangements still need to be made to install the gate. The Town Clerk is obtaining quotes for the work to be done. **Action – Town Clerk**

An opportunity has arisen to obtain the tar being removed from Old Church Road and could then be used for the hard standing area on Church Hill site, North end. We need to establish the volume that is required and the volume that is available. **Action – Committee Clerk**

Cemetery – The Tenant Representative for Cemetery reported that mesh is needed at the bottom of the gate to try and stop badgers from entering the site. A price will be obtained for the mesh. **Action - Committee Clerk**

<u>PART 2</u>

AL 11/05 FINANCIAL REPORT OF ALLOTMENTS COMMITTEE ACCOUNTS

Members NOTED the financial report, containing the last year's expenses and the current budget for the new financial year, 2011/12.

AL 11/06 SITE MAINTENANCE REPORTS

Moor Lane

A site inspection was done on 18 April 2011 and it is noted that some gardens have received very little work this season. It was therefore agreed to issue WPC1, warning letters to, ML41, ML47B, ML48 and ML57.

There is also some concern with fruit trees that have been planted in the ground on gardens, ML18 and ML20 and ML44. It was agreed that we would allow the trees to grow this season but a letter will be issued to the tenants to ask them to either

remove or place in pots at the end of the current growing season.

Action – Committee Clerk

Highdale Avenue

The Tenant Rep advised that the rusty oil drum has been removed from site.

The polytunnel issue on garden no. HA65 has been resolved between the tenants, on gardens HA65 and HA64A. The Committee has asked for a letter to be sent to both tenants to clarify the positioning of the polytunnel when it is erected for the next growing season.

Concern has been expressed with HA67 and it was agreed that a WPC1 letter needs to be issued. An apple tree also needs to be removed from this garden at the end of the season.

Action – Committee Clerk

Church Hill

The Tenant Reps advised that all gardens are being cultivated and they have met the new tenant on CH121B.

It has been noted that more tyres are being brought onto site. It was agreed that a notice should be placed on the notice boards to ask tenants not to bring anymore on site.

Action – Committee Clerk

Westbourne Avenue

Concern has been expressed on garden WA91 and the untidiness of the tools. It was agreed that a WPC1 should be issued.

Work has started on installing a new wooden border surround for each garden to help maintain the edge of the paths. The Tenant Rep provided photos to show the Committee.

Victoria Road

The Tenant Rep has been asked by the Committee Clerk to take monthly meter readings following the possibility of a water leak on site. The reading for March is 459. All gardens are looking tidy. No issues to report.

Cemetery

The Committee Clerk advised that three gardens are under a WPC1, garden numbers, CEM140, 143 and 147. CEM140 has returned the reply slip to confirm that work has started. However, concern is still being expressed over CEM143 and 147. If no work has started, then a WPC2 will be issued on 3 May 2011. Tenant Rep to advise Committee Clerk if WPC2 needs to be issued.

Action – Tenant Rep & Committee Clerk

AL 11/07 UPDATES ON ACTIONS FROM PREVIOUS MINUTES

AL 11/07 Update on potential allotment site at Hither Green

The Town Clerk is currently still investigating the soil tests for the proposed site.

AL 11/13 – Clevedon Flower Show 2011

Clevedon Town Council has been granted two tables at this year's show. A reminder for support at the event and some herbs in pots for the display would be welcomed.

AL 11/08 BOUNDARY MAINTENANCE WORK – 25 MARCH 2011

All sites confirmed that work had been carried out and no problems raised. It was asked when the contract was due for renewal and whether sites may consider doing the work themselves in the future.

Action – Committee Clerk

AL 11/09 RECEIVE DETAILS OF A POSSIBLE SPEAKER AT THE ANNUAL TENANTS MEETING IN OCTOBER 2011.

The Committee Clerk advised that she is trying to contact Jekka McVicar's herb farm in Bristol with the aim of inviting either Jekka herself or a member of her team to come and provide a talk on herbs and their medicinal uses to follow on the theme from the Clevedon Flower Show.

Action – Committee Clerk

AL 11/10 ALLOTMENT WATCH

The Tenant Rep for Highdale advised that a hosepipe and tap connector is missing.

AL 11/11 TENANT REQUESTS

The Committee agreed that a 6ft by 4ft shed could be erected on Church Hill garden number CH103.

AL 11/12 ALLOTMENT INFORMATION

We have had no terminations or allocations of tenancy.

The Committee Clerk advised that we are starting to receive more requests from residents to be placed on the Allotment waiting list. The current number of people waiting is 167.

AL 11/13 CHAIRMANS ITEMS

There were no Chairman's items.

AL 11/14 DETERMINE PART I AND PART II ITEMS

There were no Part I or Part II items.

APPROVED AS A TRUE RECORD CHAIRMAN.....

Meeting finished at 8.40pm. DATE: