

CLEVEDON TOWN COUNCIL
MINUTES OF THE ALLOTMENTS COMMITTEE MEETING HELD IN THE COUNCIL
OFFICES, 44 OLD STREET, CLEVEDON,
ON MONDAY, 21 SEPTEMBER 2015 AT 7.30 pm.

PRESENT: Cllr J Middleton, Committee Chairman
 Cllrs Barton, Flint, Cllr Hale, Cllr Hatch, Cllr Hill & Cllr Norton-Sealey
 Tenant Representatives, W Rowlinson (ML), J Pilsworth (ML) A Cunningham
 (HA), J Clark (VR) & A Stephens (CH).
 Mrs S Howard (Committee Clerk)

AL/15/571 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies received from Cllr J Geldart (WA), A Baker (WA) & P Cornock (CH).

PART 2

AL/15/572 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

The Committee Clerk declared an interest in the tenant request received from CEM145.

AL/15/573 TO RECEIVE THE MINUTES OF THE ALLOTMENTS COMMITTEE HELD ON 20 JULY 2015

The minutes were **AGREED** as correct and ratified at Full Council on 26 August 2015.

AL/15/574 TO RECEIVE THE FINANCIAL REPORT OF THE ALLOTMENT ACCOUNTS

The Members of the Committee **NOTED** the Financial Report.

AL/15/575 TO RECEIVE THE SITE MAINTENANCE REPORTS FROM TENANT REPRESENTATIVES FOR INFORMATION AND TO RECEIVE UPDATES ON ACTIONS FROM 20 JULY 2015 MEETING

575.1 Moor Lane

575.1.1 WPC Reports

ML4A - It was **AGREED** to send a letter of concern.

ML5A, 9 & 55 – It was **AGREED** to send a WPC1 warning letter

ML24B, 25B, 29, 36 & 39 – It was **AGREED** to send letters to Tenants asking them to tidy their paths.

ML12 & 58 – Letters to tenants asking to clear rubbish from plots.

ML15 – Trees not in pots. Letter to be sent to tenant asking to remove.

ML18 – Trees in pots are over 6ft tall. Tenant Representative to speak to tenant.

ML40 & 45B – Both plots have issues with their sheds. Letters to tenants.

Action – Committee Clerk

575.1.2 General

Trees

The trees outside the boundary fence that are the responsibility of North Somerset Council need pollarding. It was **AGREED** to send North Somerset Council a letter.

The trees within the boundary fence near ML42 need to be cut down. The Committee **AGREED** to obtain quotes for this work.

Action – Committee Clerk

Fence Panel

A fence panel is missing from the neighbouring resident's house and needs to be replaced. It was **AGREED** to send a letter to the resident.

Action – Committee Clerk

Weed Spray

Moor Lane allotments would like another weed spray from the Contractors.

Action – Committee Clerk

World Mental Health Day

The Committee Clerk advised the Committee that the charity, 1 in 4 is holding an event on the Moor Lane allotment site on 8 October from 3.00pm to 4.00pm. This event will show how they make the most of the allotment garden. Councillors have been invited to attend. The Committee Clerk to place a poster on the site noticeboard making tenants aware of this event.

Action – Committee Clerk

576.1 Highdale Avenue**576.1.1 General**

HA67 - The Committee had considered and agreed to split this plot at the last Committee meeting. The Committee Clerk advised that the plot HA67 has been re-allocated as one plot, as the new tenants are keen and experienced Allotmenters.

577.1 Victoria Road**577.1.1 WPC Reports**

VR78B, 82B & 86B - The Councillor Representative to monitor these plots.

Action – Councillor Representative

578.1 Westbourne Avenue**578.1.1 General**

There has been some noticeable soil disturbance and sweetcorn eaten. May be the sign of badger activity. To be monitored.

Action – Tenant Representative

579.1 Church Hill**579.1.1 WPC Reports**

CH106, CH100B & CH111 – It was **AGREED** to monitor these plots.

CH130 – It was **AGREED** to send a Letter of Concern.

Action – Committee Clerk

579.1.1.1 General

The middle spine path on the South side of the allotment site is dangerous as tenants need to keep paths cut and tidy and have been asked to do so. It was **AGREED** to monitor.

Action – Tenant Representatives

580.1 Cemetery**580.1.1 WPC Reports**

CEM137, 140, 141, 142, 148 & 157 – It was **AGREED** to send WPC1 letters to tenants.

AL/15/581 TO DISCUSS AND AGREE WITH THOSE TENANTS ON A SIX MONTHLY TENANCY AGREEMENT AND WHETHER A FULL TENANCY AGREEMENT CAN BE AWARDED

The Committee **AGREED** to the following garden being awarded a full tenancy agreement: - **ML24B**.

AL/15/582 TO DISCUSS AND AGREE ANY ACTIONS FOLLOWING THE RESULTS FROM THE SITE RISK ASSESSMENTS

The Committee Chairman advised that all sites had been risk assessed for this year. It was **AGREED** for all Tenant Representatives to check the handles on the dip tanks and report if any need attention.

Action – Tenant Representatives

AL/15/583 TO RECEIVE AN UPDATE ON PLANS FOR THIS YEAR'S ANNUAL TENANT MEETING

The Committee Clerk advised the speaker this year is Angela Slotte who is a member of the Poets Walk Group. Angela's talk is entitled, Poets Walk – Then and Now. The Committee Clerk advised there will be a 'bring and swap' table as last year. Also a table will be made up from some of this year's items on the Flower Show stand to show the tenants.

AL/15/584 TO RECEIVE ANY FEEDBACK FROM THIS YEARS STAND AT THE CLEVEDON FLOWER SHOW

The Committee thanked the Committee Clerk for the work that had gone into providing a display at the Flower Show. Committee members agreed that there were many members of the public that came to the stand and asked questions about the Council or the Allotments, with five new residents adding their names to the allotment waiting list.

AL/15/585 TO RECEIVE TENANTS REQUESTS

HA60 – The Committee **AGREED** to the 4'x3' shed on the 5.00 perch plot.

CEM145 – The Committee **AGREED** to the 4'x3' keter storage box on a 4.00 perch plot.

VR86B – The Committee **AGREED** to the 4'x4' shed request on the 2.50 perch plot.

Action – Committee Clerk

AL/15/586 TO RECEIVE ANY ITEMS REPORTING TO ALLOTMENT WATCH

There were no incidents to report.

AL/15/587 TO NOTE THE FOLLOWING INFORMATION

Termination of Tenancy – N/A

Allocation of Tenancy – ML10, VR86B, WA91 & CH110

Waiting List – The waiting list is 94 @ 15 September 2015.

Still to Allocate – ML2, ML24A, HA63B, HA67 & CH118

AL/15/588 COMMITTEE MEETING DATES FOR 2016

The Committee **AGREED** to the following Committee dates for 2016

15 February, 11 April, 13 June, 18 July, 12 September and 14 November 2016

The Annual Tenant Meeting will be held on 10 October 2016

AL/15/589 CHAIRMAN ITEMS FOR INFORMATION ONLY

The Allotment Committee **AGREED** to remove the '25.29 square metres = 1 Perch', that is published on the Committee Agenda's and Minutes.

AL/14/590 TO DETERMINE PART I AND PART II ITEMS

There are no Part I items. All other items are Part II items.

The meeting closed at 8.48pm

APPROVED AS A TRUE RECORD

CHAIRMAN Date