

**CLEVEDON TOWN COUNCIL**  
**MINUTES OF THE ALLOTMENTS COMMITTEE MEETING**  
**HELD IN THE COUNCIL OFFICES, 44 OLD STREET, CLEVEDON,**  
**ON MONDAY, 26 JULY 2010 AT 7.30 pm.**

**Present:** Cllr L Knott (Committee Vice Chairman)  
 Cllrs C Hall, C Arnold, J Middleton & N Pennycott  
 Town Clerk – Ms P Heath      Committee Clerk – Mrs S Howard

**Tenants Reps:** D Beynon (WA), R Thackery (VR), W Rowlinson (ML), A Stephens (CH)  
 & P Cornock (CH).

**AL 10/01 APOLOGIES FOR ABSENCE**

Apologies for absence were received and approved from Cllr C Wring,  
 Cllr P McNeill, K Santo (ML) and C Owens (CEM).

**AL 10/02 DECLARATIONS OF INTEREST**

There were no declarations of interest on items on the agenda.

**AL 10/03 MINUTES**

The minutes of the Allotments Committee meeting held on 28 June 2010 were APPROVED as a TRUE RECORD and SIGNED by the Vice Chairman.

**AL 10/04 UPDATES AND ACTIONS**

Cllr Hall advised that he is actively investigating the acquiring of the Hither Green/Kelting Grove land. Cllr Hall confirmed that a letter from North Somerset Council confirming if we could acquire the land had been requested. This would be required before any soil tests were commissioned and the viability of the land ascertained.

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| <b><u>PART 2</u></b> |
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**AL 10/05 FINANCIAL REPORT OF ALLOTMENTS COMMITTEE ACCOUNTS**

Members NOTED the financial report. The Town Clerk confirmed that again not a lot of movement since last month. We will see more movement in September when the annual rents are due. The Town Clerk will also contact Bristol Water to ascertain if all the allotment site bills can be aligned to be received at the same time, as currently they are all received separately.

**AL 10/06 BOUNDARY CONTRACT MAINTENANCE REPORTS**

Latest site visit was 9 July 2010. All Tenant Representatives at the meeting confirmed it appears the latest work has been completed and no concerns raised.

**AL 10/07 SITE MAINTENANCE REPORTS**

**Church Hill** – There is a dead tree by garden number 134, previously minuted as garden number 112 which is incorrect. It was agreed at the meeting to burn the dead tree and rubbish on site to resolve the matter. Also, the footpath located between the allotment boundary and the flats was reported to Streets and Opens Spaces, but we have not had a response back yet. The office will chase this up.

**Highdale Avenue** – The boundary wall is still being investigated by the office as to establish who owns the wall in order to carry out repairs. Also, the notice board on site will be lowered.

**Victoria Road, Moor Lane and Cemetery Sites** – No issues were raised by the Tenant Representatives of these sites.

**AL 10/8 DRAFT TENANCY AGREEMENT**

The document was discussed and there were some further amendments made. The final agreement will be ready for the next Committee Meeting in September.

**AL 10/9 DRAFT QUESTIONNAIRE RE ALLOTMENT ASSOCIATION**

[AL/10/12] The Allotment Clerk confirmed that written reports have been received from Cemetery, Church Hill, Westbourne Avenue and Victoria Road tenant representatives. Currently, Highdale Avenue does not have a tenant representative; therefore Cllr Pennycott will undertake the survey. Moor Lane tenant representatives who were not at the last meeting have spoken to tenants and will try and talk to others by the end of the month and provide a written report to the office. To date the majority of tenants are not in favour of the Allotment Association and no one spoken to is willing to assist on the Association.

The Committee agreed that in view of the responses received at the Annual Tenants Meeting, its subsequent investigations and the reports from the Allotment Tenant Representatives, then it has been decided that no further action will be taken on this item.

**AL 10/10 UPDATE BY WORKING GROUP FOR CLEVEDON FLOWER SHOW 2010**

The Allotment Clerk advised that the 'food miles' theme was going well. Both Cllr Wring and the Allotment Clerk are continuing to gathering data concerning how far our food travels. A rota was distributed at the meeting for volunteer help for the Flower Show weekend. Cllr Knott suggested that we have a basket of fruit and vegetables that have been purchased from a supermarket, showing that they are all straight and perfect. Also, to have another basket containing produce showing the many different shapes and sizes obtained from gardening on allotments.

**AL 10/11 BEST KEPT GARDEN AWARDS 2010**

The 2<sup>nd</sup> round of judging has taken place across all sites. The results sheet for the 2<sup>nd</sup> round was amended to include covered water butts in the administration section. The points awarded in the 1<sup>st</sup> round still stand.

**AL 10/12 RECEIVE POSTERS AND CONFIRMATION OF NOTICE BOARD KEYS**

The Allotment Clerk confirmed that a work experience girl from Clevedon School has produced some very colourful replacement posters for the site notice boards. These were given to the Site Representatives at the meeting. All Tenant Representatives at the meeting also confirmed that they have keys to their notice boards.

**AL 10/13 RENEWAL OF CEMETERY GATE**

The Tenant Representative for Cemetery site advised that the Cemetery Allotment gate is in a poor state and needs replacing. The old gate from Moor Lane site will be sited at Church Hill, south end. Therefore, we need to obtain prices for a new gate for Cemetery site. Cllr Middleton will investigate this and report his findings at the next meeting.

**AL 10/14 ALLOTMENT WATCH**

The Tenant Representative for Church Hill site, reported that a man has been seen walking around on site on 25 July 2010, in the evening, carrying a haversack and looked a bit suspicious. He was approached and the man did leave the allotment site. This will be monitored to see if he comes back again.

**AL 10/15 TENANTS REQUESTS**

Mr Sheppard from Church Hill site, garden number 100, has come into the office to confirm that he would like to reduce the size of his 5.0 perch plot to 2.5 perch. The Tenant Representatives will visit Mr Sheppard's garden and report back to the office as to whether this is suitable, i.e. we need to consider the path access as garden 100 is in the top right hand corner. If the plot is split, a new marker peg will be required.

**AL 10/16 ALLOTMENT INFORMATION**

The office is awaiting a response from a WPC1 letter to garden number, ML48. The tenant will be contacted by phone to ensure that the letter has been received. Also, the number of people on the waiting list has increased from 175 to 176.

**AL 10/17 CHAIRMANS ITEMS**

Cllr Pennycott reported to the Committee that he had managed to track down the owner of the lane that leads to the Westbourne Avenue Allotment site. Cllr Pennycott has contacted them to ascertain if the allotment tenants can have access to the site via this access, which unfortunately has come back as a negative reply.

Cllr Pennycott confirmed that we also still require a Tenant Representative for Highdale Avenue allotment site.

**AL 10/18 DETERMINE PART I AND PART II ITEMS**

There were no Part I items.

APPROVED AS A TRUE RECORD      CHAIRMAN.....

Meeting finished at 8.15pm.      DATE: .....