

**CLEVEDON TOWN COUNCIL**  
**MINUTES OF THE ALLOTMENTS COMMITTEE MEETING HELD IN THE**  
**COUNCIL OFFICES, 44 OLD STREET, CLEVEDON,**  
**ON MONDAY, 5 MARCH 2018 AT 7.30 pm**

**PRESENT:** Cllr J Middleton, Committee Chairman  
 Cllr Fone, Cllr Hale & Cllr Hill  
 J Pilsworth (ML), J Forbes (ML), A Cunningham (HA), J Clark (VR) & S Murtagh (WA)  
 Mrs S Howard (Committee Clerk)

**AL/18/883 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies received from Cllr Barton, Cllr Hatch, Cllr Norton-Sealey, Cllr O'Brien & Colin Robinson (CEM).

PART 1

**AL/18/884 TO DISCUSS AND AGREE THE WORK AND PRICE CONCERNING THE WATER LEAK ON THE MOOR LANE ALLOTMENT SITE**

Members of the Committee discussed and **AGREED** to the revised works and quote of £1,251.86 plus VAT. This item will be discussed at Full Council on the 7 March 2018 as the price is over £1,000.00.

PART 2

**AL/18/885 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest

**AL/18/886 TO RECEIVE THE MINUTES OF THE ALLOTMENTS COMMITTEE MEETING HELD ON 20 NOVEMBER 2017**

The Committee **AGREED** the minutes of the 20 November 2017 as being correct and were ratified at Full Council on 24 January 2018. The Special Meeting held on 29 January 2018 was signed as correct by the Committee Chairman.

**AL/18/887 TO RECEIVE THE FINANCIAL REPORT OF THE ALLOTMENT COMMITTEE ACCOUNTS**

The members queried why there is a 'minus' balance outstanding on the financial report? The Town Clerk confirmed that as budget income is nil as we receive no income from Council funds, when the Committee commit to projects and certain expenditures then this affects the budget difference column, creating a 'minus' balance.

**AL/18/888 TO RECEIVE THE SITE MAINTENANCE REPORTS FROM TENANT REPRESENTATIVES FOR INFORMATION AND TO RECEIVE UPDATES ON ACTIONS FROM 20 NOVEMBER 2017 MEETING**

**888.1 Moor Lane**

**888.1.1 WPC Reports**

No site report from Moor Lane due to the adverse weather conditions

**889.1 Highdale Avenue**

**889.1.1 WPC Reports**

**HA60A, HA61 & HA64A** – Councillor Rep reported large paths within plots which restricts growing space. It was **AGREED** to write to tenants advising of the 75% rule in cultivation of the plot.

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**HA66** – Little work conducted on the plot. **AGREED** to write to tenant asking for work to commence.

**HA67** – Brown bottles of liquid are produced from the rotating composter. The Councillor Representative asked for a letter to the tenant asking for bottles to be stored securely in tenants shed.

**HA68** – Tenant has still not installed the water butts on the back ledge of their allotment plot. This was a pledge made by the tenant to serve their plot and included other tenants on site. A letter will be sent to the tenant asking them to fulfil their promise made.

### **890.1 Victoria Road**

#### **890.1.1 WPC Reports**

No issues reported

### **891.1 Westbourne Avenue**

#### **891.1.1 WPC Reports**

No issues reported

### **892.1 Church Hill**

#### **892.1.1 WPC Reports**

**CH124A** – **AGREED** for letter asking for tenant to either make use of or remove some of the wooden pallets stored on the allotment plot.

### **893.1 Cemetery**

#### **893.1.1 WPC Reports**

**CEM137, CEM147 & CEM148** – **AGREED** to send WPC1 warning letters due to lack of cultivation

**CEM141** – **AGREED** for letter concerning a storage box on the plot is completely broken, needs to be replaced or removed. Underneath the raspberries is now a lawn.

**CEM142** – **AGREED** for letter asking for the rubbish to be removed from the plot.

**CEM153** – **AGREED** for letter asking for repairs to be made to the shed and area tidied.

### **AL/18/894 TO DISCUSS AND AGREE WITH THOSE TENANTS ON A SIX MONTHLY TENANCY AGREEMENT AND WHETHER A FULL TENANCY AGREEMENT CAN BE AWARDED**

**ML5B & CH131** – The Committee **AGREED** to a full tenancy agreements being awarded.

**ML28B** – The Committee **REFUSED** a full tenancy being awarded due to the allotment being completely covered in grass.

**HA60A & CEM153** – The six month tenancy expires at the end of March 2018. The Committee **AGREED** to write to tenants asking for more work on the plot before a full tenancy can be considered.

### **AL/18/895 TO DISCUSS AND REVIEW THE WATER USAGE ON THE MOOR LANE ALLOTMENT SITE AND CONSIDER WHETHER ANY INCREASE IN THE ANNUAL INVOICE FOR MOOR LANE ONLY**

The Committee Chairman advised that we have a minor water leak on the allotment site and that most of the water consumption is down to the tenants who have polytunnels. The Tenant Representative for Westbourne Avenue advised that Bristol City Council allotment tenants with polytunnels pay three times as much for their water than tenants without tunnels.

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It was **AGREED** that more investigation into previous readings and to conduct monthly meter readings, following the repair of the water leak, to establish if an increase should be made to this year's annual invoices to Moor Lane tenants.

**AL/18/895 TO DISCUSS AND DECIDE WHETHER ALL SITES WILL TAKE PART IN THE INTER-SITE ALLOTMENT COMPETITION THIS YEAR AT THE CLEVEDON FLOWER SHOW**

The Committee **AGREED** to encourage Allotment sites for another year to enter the Inter-Site Allotment competition.

**AL/18/896 TO DISCUSS AND DECIDE WHETHER TO HAVE A STAND AT THE FLOWER SHOW 2018**

The Committee **AGREED** that it would have a trade stand at this year's Flower Show and that the Committee would sponsor the onion and begonia classes for a total cost of £69.00.

**AL/18/897 TO RECEIVE TENANT REQUESTS**

**CH106** – The Committee to establish the exact size of the polytunnel. Is the 3x2 in feet or metres? If its metres, then the request will be REFUSED as it will be too big for the size of the plot.

**AL/18/898 TO RECEIVE ANY ITEMS REPORTING TO ALLOTMENT WATCH**

Moor Lane –

**ML26** reported in December 2017 that two chickens had been killed and another seriously injured. After further investigation it was found to be that either fox or badger activity was to blame.

**ML13** reported in February 2018 that a compact disc bird scarer had been cut down.

The Tenant Representative for Moor Lane also reported that on two occasions the site notices have been removed from the noticeboard.

**AL/18/899 TO NOTE THE FOLLOWING FOR INFORMATION**

Termination of Tenancy – ML28A

Allocation of Tenancy – ML3A, ML11A & CH102

Waiting List – The waiting list is 54 @ 26 February 2018

Still to Allocate – ML28A

**AL/18/900 CHAIRMAN ITEMS FOR INFORMATION ONLY**

The Committee Chairman notified the members that the Committee Clerk has gained a promotion to Deputy Town Clerk. The Committee thanked the Clerk for all of her efforts and look forward to her successor.

**AL/18/901 TO DETERMINE PART I AND PART II ITEMS**

Part I item – To discuss and agree the work and price concerning the water leak on Moor Lane Allotment site

All other items were Part II.

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The meeting closed at 8.26pm

APPROVED AS A TRUE RECORD

CHAIRMAN ..... Date .....

25/04/2018

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