

**CLEVEDON TOWN COUNCIL**  
**MINUTES OF THE ALLOTMENTS COMMITTEE MEETING**  
**HELD IN THE COUNCIL OFFICES, 44 OLD STREET, CLEVEDON,**  
**ON MONDAY, 24 MAY 2010 AT 7.30 pm.**

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

**Tenants Reps:** D Beynon (WA), M Blackmore (HA), P Cornock (CH), C Owens (CEM),  
 W Rowlinson (ML), K Santo (ML) & A Stephens (CH).

**AL 10/01 ELECTION OF VICE CHAIRMAN**

Cllr Knott was appointed as Vice Chairman as agreed at the Annual Town Meeting.

**AL 10/02 APOLOGIES FOR ABSENCE**

Apologies for absence were received and approved from Cllrs C Hall and C Arnold.

**AL 10/03 DECLARATIONS OF INTEREST**

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

**AL 10/04 MINUTES**

The minutes of the Allotments Committee meeting held on 29 March 2010 were APPROVED as a TRUE RECORD and SIGNED by the Chairman.

**AL 10/05 UPDATES AND ACTIONS**

Cllr McNeill enquired as to an update concerning Hither Green land for allotments. It was confirmed that this site is still work in progress and there is no update at present.

<b><u>PART 2</u></b>
----------------------

**AL 10/06 FINANCIAL REPORT OF ALLOTMENTS COMMITTEE ACCOUNTS**

Members NOTED the financial report. Town Clerk confirmed the accounts are in good order.

**AL 10/07 REAFFIRM COUNCILLOR REPRESENTATION FOR EACH SITE**

Each Councillor is happy to remain with their sites as now, as listed below.

Cemetery site	Cllr C Hall
Church Hill site	Cllrs L Knott and P McNeill
Highdale Avenue site	Cllr N Pennycott
Moor Lane site	Cllr J Middleton
Victoria Road site	Cllr C Arnold
Westbourne Avenue site	Cllr N Pennycott

**AL 10/08 UPDATE TO CEMETRY WALL AND GROUNDS WORK**

This item is deferred until the next meeting.

**AL 10/09 BOUNDARY CONTRACT MAINTENANCE REPORTS**

Latest site visit was 30 April 2010. P Cornock, Church Hill Site, asked if contractors would refrain from using weed killer as Tenants have concerns over their crops.

**AL 10/10 SITE MAINTENANCE REPORTS**

**Church Hill** – The Committee discussed the two vandalism incidents that occurred during the school holidays back in February and Easter. There was also a leaking tap on site in May and the water was turned off at the meter. A tenant turned the water back on without permission and the water was left flowing for a period of time which will be a cost to the Council. The Committee felt that dip tanks should be installed to reduce the number of water incidents experienced on site in recent months. Each Tenant to receive a letter reminding them that no glass is allowed on site and requested that they do not turn the water back on when switched off.

**Highdale** – M Blackmore reported on 21 May that a tap was broken on site. This was repaired on 22 May 2010.

**AL 10/11 DRAFT TENANCY AGREEMENT**

A draft was distributed at the meeting. The Committee discussed the content and amendments were noted. The document will be re-typed for discussion at the next Committee Meeting in June.

**AL 10/12 DRAFT QUESTIONNAIRE RE ALLOTMENT ASSOCIATION**

A draft questionnaire was issued with the agenda. The content was discussed at the meeting and amendments will be made before sending to all Allotment Tenants. D Beynon, raised that it was felt the financial support currently provided by the Council to the Allotment Committee should be included in the questionnaire. The Town Clerk advised that this did not appertain to the question raised.

**AL 10/13 DECIDE ON WORKING GROUP FOR CLEVEDON FLOWER SHOW 2010**

Cllr Wring and the Allotment Clerk will be the working party for the flower show. Cllr Knott, D Beynon and A Stephens have offered to provide information and props. It was suggested that the 2011 flower show theme could be herbs and healing plants.

**AL 10/14 BEST KEPT GARDEN AWARDS 2010**

It was discussed and agreed to have the following judging dates.

14<sup>th</sup> to 19<sup>th</sup> June and results to be given to the Allotment Clerk on 21 June for collation, to then be discussed at the Committee meeting on 28 June.

12<sup>th</sup> to 17<sup>th</sup> July and results to be given to the Allotment Clerk on 19 July for collation, to then be discussed at the Committee meeting on 26 July.

To ensure that the scoring is consistent, all Councillors to meet at Highdale Avenue Allotment site on 14 June at 6.00pm and go through the judging sheet together.

The Town Clerk suggested that when the judging takes place, that photographs are taken whilst the gardens were looking at their best and this will show as evidence for the Annual Tenant Meeting later in the year. This was agreed.

**AL 10/15 'MEMBERSHIP FORUM' IDEA, CLEVEDON ALLOTMENT WEBSITE**

C Owens would like to see the number of people that are using the Clevedon Allotment website and it was thought that the 'membership forum' idea would capture this information. It was also discussed about having a site meter to obtain

the number of hits the website was receiving. C Owens will look into this further and report his findings at the next meeting.

#### **AL 10/16 SPEAKER FOR ANNUAL TENANT'S MEETING**

The Allotment Clerk confirmed that Marie Glover has accepted our invitation to speak at the Annual Tenant's Meeting. Marie's talk will include massage and natural nutrition. It was also agreed that she could sell ice packs and oils.

#### **AL 10/17 ALLOTMENT WATCH**

M Blackmore confirmed that she is not being notified of all incidents that occur on site and if we wished for the Allotment Watch to continue? The Committee confirmed that it did.

#### **AL 10/18 TENANTS REQUESTS**

[AL/10/18.1] ML5 – tenants request to split plot. W Rowlinson confirmed that the tenant has now cultivated the whole plot, but he may wish to split the plot in September. It has been agreed by the Council that the plot could now be split and this will be included in the agenda for 27 September 2010 Allotment Meeting.

[AL/10/18.2] ML9 – tenant has submitted a shed application. W Rowlinson confirmed that the site is suitable for a shed and therefore the application has been agreed.

[AL/10/18.3] Westbourne Avenue Site – A tenant has reported rats in his compost which is eating his slow worms. D Beynon confirmed that North Somerset Council will be on site on Thursday 27 May to put down bait and signs have been placed on site to make Tenants aware of the situation.

#### **AL 10/19 ALLOTMENT INFORMATION**

The only movement since the last Committee Meeting in March is that the number of people on the waiting list has increased from 165 to 173.

#### **AL 10/20 CHAIRMANS ITEMS**

M Blackmore raised concerns regarding the wall on the Highdale Avenue site. She feels it should be taped off as this is a Health and Safety matter and is concerned about the tenants. The Town Clerk is currently working on this matter as there is still the issue as to the owner of the boundary wall. However, tape will be bought to highlight the matter.

P Cornock advised that a tree has been removed from the Church Hill site but in doing so has caused damage to the boundary fence and it needs repairing. Also a metal gate is by the boundary fence and maybe being used to obtain access to the site. This needs further investigation.

#### **AL 10/21 DETERMINE PART I AND PART II ITEMS**

There were no Part I items.

APPROVED AS A TRUE RECORD      CHAIRMAN.....

Meeting finished at 9.20pm.      DATE: .....