

CLEVEDON TOWN COUNCIL**ALLOTMENTS COMMITTEE**

Minutes of the Meeting of the Allotments Committee in the Council House, 44 Old Street, Clevedon, at 7.30pm on Monday, 2 July 2007.

Present: Cllr C Wring (Committee Chairman) in the Chair
Cllrs C Hall, D Jones, P McNeill

Tenants Reps: Mr D Beynon-WA, Mrs M Blackmore-HA (until 8.15pm), Mrs L Knott-CH, Mrs A Lockyer-CEM,
Mr K Santo-ML, Mr R Thackery-VR

Apologies: Cllr J Middleton, Mr W Rowlinson-ML, (Following meeting Cllr Arnold – thought it was original set date.)

AL/07/46 ELECTION OF ALLOTMENT COMMITTEE VICE CHAIRMAN FOR THE COUNCIL YEAR 2007/08

Cllr Wring called form nominations for Committee Vice-Chairman:

COUNCILLOR C HALL Proposed by Cllr C Wring Seconded by Cllr P McNeill

RESOLVED: Cllr C Hall duly ELECTED as Allotments Committee Vice-Chairman for the Council Year 2007/08.

AL/07/47 APPOINTMENT OF COUNCILLOR CHURCH HILL SITE REPRESENTATIVE – 2007/08

Cllr Wring welcomed Cllr P McNeill back on to the Allotments Committee and it was

RESOLVED: To APPOINT Cllr P McNeill as Cllr Site Representative for the Church Hill site.

AL/07/48 NEW TENANTS' REPRESENTATIVE FOR THE CHURCH HILL SITE

Mrs L Knott was welcomed as Liaison Tenants' Representative for the site for the Council Year 2007/08.

AL/07/49 MINUTES of the Allotments Committee meeting held on 23 May 2007 were APPROVED as a TRUE RECORD and SIGNED by the Chairman subject to; (1) the word 'reasonable' being inserted in resolution

AL/07/37 to read "To write advising that reasonable access", and (2) to add 'at North Somerset Council's expense' to the resolution AL/07/43.5.1 to read "....the Committee will arrange for the work to be done at NSC's expense"

AL/07/50 DECLARATIONS OF INTEREST & WRITTEN UNDERTAKINGS

50.1 Cllr Wring declared an interest in the Flower Show Min AL/07/36 and Mr Thackery declared an interest in CH120 (tenant is a family member).

50.2 The Written Undertaking of the Code of Conduct was duly sign by all Tenants' Representatives who had not signed at the last meeting.

Min No		Action
PART 1 ITEMS - COMMITTEE RECOMMEDATIONS THAT REQUIRE APPROVAL BY COUNCIL		
AL/07/51	<p>CHURCH HILL BACK BOUNDARY FENCE – QUOTATION Quotes had been received from Banwell Fencing - £8,387, Clevedon Metal Products-£11,600, Your Works Ltd-£12,500. The Ctte budget for this project is £8,000, all contractors had been given the same specification (attached as appendix A) and had been advised to inspect the site and the works required; RESOLVED: TO RECOMMEND TO COUNCIL approval of acceptance of Tender 3 in the sum of £8,387.</p>	Clerk to advise contractor following Council
PART 2 ITEMS – ACTIONS TAKEN BY THE COMMITTEE UNDER THEIR DELEGATED POWERS		
AL/07/52	FINANCIAL REPORT – provided and attached as appendix B.	Noted
AL/07/53	FOOTPATH SURVEY – AL/07/35	
53.1	CEM 148 – work has started on the untidy garden, hopefully the paths will be included.	1. Reps to keep under review
53.2	Cemetery Cottage Wall – Chairman reported that although there was some infilling with stones the area looked tidy, but the Tenants' Rep was concerned about the actual condition of the wall which is bulging at one point, adjacent to CEM144/148 and it was RESOLVED: To write to the resident requesting the wall is inspected and repaired.	2. Allot Clerk
AL/07/54	<p>CLEVEDON FLOWER SHOW – AL/07/36 The Committee received a letter from the Flower Show requesting that, in view of the Town Council's withdrawal of an unconditional grant this year (it was agreed to underwrite the show to a limit of £500), the Allotments Ctte now pays for the space provided to put on their promotional display – an outlay of some £70.00 from the Ctte's budget. It was felt that in view of the ever increasing waiting list (98) and the amount of time and effort required by both Ctte and tenants to put on an attractive display it was; RESOLVED: Cancel the booking and not have a stand at the show this year. Continue to encourage individual tenants to enter the show's competitions.</p>	Allot Clerk

AL/07/55	<u>TENANTS' REQUESTS</u> CH104 (AL/07/38.1) – Following the Committee's decision in May not to return the deposit, the ex tenant cited the very untidy condition of the garden when it was taken over 6 months ago and requested reconsideration. Due to the amount of rubbish originally on the garden RESOLVED: To allow a partial return of the deposit of £10.	Allot Clerk
AL/07/56	<u>BEST GARDEN AWARDS</u> 2 nd Judging Sheets were distributed for judging 20-22 July.	Cllr Reps
AL/07/57	<u>BOUNDARY MAINTENANCE CONTRACT</u> Work due to be completed two days before the meeting. Reps were happy with the work done to date on CEM, VR and CH.	Noted
AL/07/58	<u>TENANT'S APPEALS AGAINST WARNINGS</u> The Committee received a letter from tenant of CEM143 apologising for the untidiness and that work was already underway.	Reps to keep under review
AL/07/59 59.1	<u>CEMETERY</u> Trees - Mr R Gadsby, NSC, had advised he was only asked to ensure the trees were made safe, which had been done. Copies of letters/notes since Feb 2005 verify specific Committee requests for the trees overhanging the allotments to be cut back. RESOLVED: 1. To obtain quotes for the outstanding work required. 2. To write to NSC, enclosing copies of previous letters and enquire if they will do the work or the Committee will arrange for the necessary work to be done and forward the invoice to NSC.	Allot Clerk
59.2	Back Wall - Reps reported that people are still using the break in the wall as a short cut and RESOLVED: 1. To add another panel to extend the fence at the top of the wall. 2. To obtain a quote from a stonemason for the work to both walls.	2.1 K Santo 2.2 Clerk
AL/07/60	<u>CHURCH HILL SITE INSPECTION</u> The new Tenants' Rep had inspected the site and was concerned at the condition of the site and considered many tenants were disheartened. Problems included no notice board at south end, marker pegs missing, paths very narrow, numerous uncovered water containers. RESOLVED:1. To send a leaflet to every tenant acknowledging problems, advising of efforts being progressed and encourage each tenant to clear their area to the boundary, cover tanks, keep equipment on their garden. 2. Arrange site visit for 6pm, Thursday, 26 July, meeting at south gate. 3. Advise tenants of the site visit so they can attend if they so wish.	1. Allot Clerk 2. Committee 3. Allot Clerk
AL/07/61	<u>COLERIDGE VALE SITE</u> Members had visited the site and considered it had good potential for an allotment site. RESOLVED: To approach North Somerset Council with a view to leasing the site.	Clerk
AL/07/62 62.1	<u>SITE & MAINTENANCE REPORTS</u> <u>MOOR LANE</u> 1. ML32 - Grass cut but little work or planting – keep under review 2. ML41 - No work done, very untidy - WPC1 sent 29.6.07 with Chairman's approval.	1. Reps
62.2	<u>HIGHDALE AVENUE</u> HA68 had a big bonfire in an oil drum which damaged crops on an adjacent garden.	
62.3	<u>VICTORIA ROAD</u> – No concerns.	
62.4	<u>WESTBOURNE AVENUE</u> – No work done on gate – check with NS Housing.	4. Allot Clerk
62.5	<u>CHURCH HILL</u> 1. CH104 – Garden still not being cultivated – send WPC2 2. CH105 & CH117 – Gardens untidy – send LC 3. CH127 & 128 - Work progressing – keep under review	5.1 & 5.2 Allot Clerk 5.3 Reps
62.6	<u>CEMETERY</u> 1. CEM140,148,156 cause for concern. 136 shed obstructing gate. Keep under review 2. Back Wall – a second hole has appeared - Chairman to inspect. 3. Wall adjacent to CEM138 appears to be bulging - Chairman to inspect.	6.1 Reps 6.2 & 6.3 Chairman
AL/07/63	<u>ALLOTMENT WATCH</u> – No reports of any problems.	
AL/07/64	<u>SITE INFORMATION</u> – The Committee NOTED Agenda Item 19 – Tenancy Information	
APPROVED AS A TRUE RECORD CHAIRMAN		
Meeting finished at 9.30pm. DATE:		