

Minutes of the **Allotment Advisory Committee** held on Monday **16<sup>th</sup> March 2015** in Messingham Village Hall commencing at 7.00pm.

**PRESENT:** Councillors N Poole (Chair), M Proctor & J R Walker; Mr P Chapman, Mr B W Ross, Mr M Walker and the Clerk.

**473. APOLOGIES FOR ABSENCE**

Received from Councillors J McKellar Main, Mrs J Briggs, T Foster and J England.

**474. DECLARATIONS OF INTEREST – None received.**

**475. MINUTES OF LAST MEETING 19<sup>th</sup> January 2015**

The minutes were circulated to all members prior to this meeting. They were agreed to be a true record. Adopted by the Parish Council on 9<sup>th</sup> February 2015 – Min. 1173/131.

**476. MATTERS ARISING**

**a) Min 467d Rabbit Control**

The Clerk apologised for not having spoken to Richard Benson on this matter and agreed to do so promptly.

**b) Min 470a Allotment 44aa – New Tenant**

It was noted that the tenant, Mr Atkin, has had soil delivered to raise the beds which has encroached another plot and has been left flattened by the digger which brought it. The Clerk reported that she had contacted the tenant and they have assured her that any surplus soil will be used on their own plot and brought to a high standard. It was agreed that the supply of additional soil is in breach of Rule 2 and the tenant to be advised not to take any more. The subject of insurance for the use of a machine on the allotment was debated and it was suggested that third party liability insurance should be the minimum requirement.

**c) Min 467a Allotment 44aa – Rubbish Removal**

It was agreed that a mini skip be hired on 20<sup>th</sup> March for the removal of the broken slabs and carpet etc. Mr Chapman and Mr Ross agreed to fill the skip and it was agreed that they could claim expenses for their time.

**d) Min 470b Emma Botfield**

Following Mr Barley's agreement to terminate the tenancy of Allotment 40a/b, Mrs Botfield inspected the plot and advised that it was not suitable for her needs. The Clerk subsequently allocated Allotment 11c to Mrs Botfield which had been officially terminated by Mrs Mitchell. Mr Barley has subsequently agreed to continue the tenancy of 40a/b until further notice. Mr M Walker commented that he accompanied Mrs Botfield to 11c to advise as required but noted that little work had been carried out to date.

**e) Min 471a & b Untidy Notices**

The Clerk apologised for not having sent the untidy notices due to an oversight. List to be reviewed.

**f) Min 472b Tenant Letter**

The Clerk circulated a draft letter to be sent to all tenants with the rent notices. This was approved.

**477. TENANCY TERMINATIONS**

Allotment 11c – Mr & Mrs Mitchell. Reallocated to Mrs Botfield see Min 476d above.

**478. TENANCY APPLICATIONS** - None received.

**479. ALLOTMENT INSPECTION REPORT**

- a) 17a – satisfactory – no further action
- b) 11e – activity started – no further action
- c) 11f – activity started – no further action
- d) 11g – appears to be a dumping ground with no indication of cultivation. Warning letter to be sent.
- e) 18a – no activity despite previous reminders. Terminated tenancy. Offer to joint tenant, Mrs Carter.
- f) 27d – no activity – warning letter to be sent
- g) 35a – very little activity – monitor
- h) 51a – no activity – warning letter to be sent
- i) 43 – Mr Tuplin advised that due to an impending operation there will be very little activity in the next few months but will be kept tidy.

**480. OTHER BUSINESS**

**a) Allotment Expenses**

The Clerk reported the expenses for 2014/15 – hedging & dyking £242.87 and water £152.95. The expenses per tenant were agreed – Garden Tenants £5.50; Smallholding Plots £2.70.

**b) Road Repairs**

It was noted that holes need repairing in the bottom road. Mr Ross agreed to carry out this work.

**c) Water Supply**

Water to be switched on. Handyman to be notified.

THIS CONCLUDED THE BUSINESS OF THE MEETING.