

Minutes of the **Allotment Advisory Committee** held on Monday 18<sup>th</sup> March 2019 in Messingham Village Hall commencing at 6:45pm.

**Present:** Councillors N Poole (Chairman) Mrs J Briggs, J McKellar Main, Mrs P Skelton, Mrs B Todd.

Representatives: Mr B Ross, Mr C Scott

**In Attendance:** Tracey Black, Parish Clerk

**Also present:** – Cllr Mrs G Sherwood

**581. Apologies for absence**

Received from Cllr J England, Mr P Chapman.

**582. Declarations of interest** – None declared

**583. Minutes of last meeting**

The minutes of the last meeting held on Monday 24<sup>th</sup> September 2018 were circulated to all members prior to the meeting. The minutes were adopted by the Parish Council on Monday 8<sup>th</sup> October 2018 Min. Ref.109b

**584. Clerks report**

**To receive the Clerks report providing information on recent issues and work completed.**

- a) Min578f – Dog fouling – A definite name of offenders and details would be required for the Parish Council to contact. It was noted that a minority of dog owners spoiling it for many – PC may have to consider not allowing dogs on the site. It was resolved that the clerk include an item in the next Parish magazine report.
- b) Min 578i – B&Q wastage scheme – Mr Scott confirmed that an allotment association was required to qualify.
- c) Min 578j – Wood chippings – Mr Scott reported that no free waste wood chippings had been forthcoming.

**585. Matters referred from Parish Council**

- a) No matters referred.

**586. Allotment tenancy terminations/notice of terminations**

- a) Allotment 17b – M Proctor – due to personal circumstances
- b) Allotment 11F – J Oatridge – no longer has time
- c) Allotment 18AA – V Westhead - no longer required
- d) Allotment 37a – T Kendall - Notice given – no longer required

**587. Allotment tenancy applications**

**To receive and consider allotment tenancy applications;**

The Clerk reported that the following allotments had been allocated since the last meeting;

- |    |                    |               |                   |
|----|--------------------|---------------|-------------------|
| a) | S Pollard          | Allocated 3A  | Allocated 13/2/19 |
| b) | C Gelder/D Johnson | Allocated 3C  | Allocated 2/2/19  |
| c) | M Chapman          | Allocated 17B | Allocated 18/2/19 |
| d) | A Ward/A Cook      | Allocated 11F | Allocated 1/3/19  |

Signature:

Date:

**588. Allotment inspection report****To receive the allotment inspection report and agree any necessary actions**

The following allotments were noted in the inspection carried out by Mr P Chapman and Mr C Scott;

- a) Allotment 2B – B Antcliff – Agreed no action to be taken

**589. Finances****a) To consider the expenses summary and resolve the tenant expenses for 2019/20 financial year.**

The clerk reported the expenses for 2018/19 – hedging and dyking £262.50; Water £306.43.

The clerk reported a potential water leak on the Butterwick Road pipes. It was resolved that the handyman liaise with the Allotment reps to investigate.

The expenses per tenant for 2019/20 were agreed as Garden Allotments £10.50; Small holdings £3.50/half acre plot.

**b) To consider the budget forecast and resolve rent payments for 2020/21**

The clerk circulated a Receipts/payments summary for the previous six years. It was noted that twelve months' notice is required to be served for any rent increases.

It was resolved no increase for rent payments for 2020/21.

**590. Terms & Conditions and Rules****To review the Term & Conditions and Rules and agree any amendments**

Following a refused request to allow Christmas tree planting a possible rule was discussed. It was resolved a rule 'The tenant shall use the allotment for the sole purpose of producing garden produce'.

**591. Correspondence for discussion/decision**

No correspondence received.

**592. Matters for discussion**

- a) To consider a judge for the 'Best Kept Allotment' competition

It was suggested asking Mr John Bailey – NLC Allotment officer – Agreed.

This concluded the business of the meeting. Meeting closed 7:20pm

Signature:

Date: