

Minutes of the **Allotment Advisory Committee** held on Monday 19th February 2018 in Messingham Village Hall commencing at 7pm.

PRESENT: Councillors N Poole (Chair), Mrs J Briggs, J England, Mrs B Todd, Mr B Ross,

IN ATTENDANCE: Tracey Black, Parish Clerk

ALSO PRESENT: 2 Members of the public

548. APOLOGIES FOR ABSENCE

Received from Mr P Chapman, T Foster, J McKellar Main, Mr J Walker.

549. DECLARATIONS OF INTEREST – None declared

The Committee voted to temporarily suspend the standing orders to allow the public to speak.

The public did not wish to speak

The meeting reconvened

550. MINUTES OF LAST MEETING 18th September 2017.

The minutes were circulated to all members prior to this meeting and agreed to be a true record. The minutes were adopted by the Parish Council on Monday 9th October 2017 Min. Ref. 1353/106b.

551. CLERKS REPORT

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

None

552. MATTERS REFERRED FROM PARISH COUNCIL

None

553. ALLOTMENT TENANCY TERMINATIONS/NOTICE OF TERMINATIONS

ALLOTMENT NOTICE OF TERMINATION

The following terminations to take effect from 1 April 2018;

- | | | | |
|----|---------------|---------------|-------------------------------|
| a) | Allotment 56A | B&E Martin | Retired |
| b) | Allotment 50A | L Jaques | Giving up 50A but keeping 45A |
| c) | Allotment 48A | Mrs W Peachey | unforeseen circumstances |

554. ALLOTMENT TENANCY APPLICATIONS

To receive and consider allotment tenancy applications;

- | | | | |
|----|-----------|--------------------------|----------|
| a) | W Bonsall | Allocated 51A on 10/1/18 | APPROVED |
|----|-----------|--------------------------|----------|

555. ALLOTMENT INSPECTION REPORT

To receive the allotment inspection report and agree any necessary actions

It was reported that Mr P Chapman had inspected the allotments and several allotments had yet to commence work this year. It was agreed that it was too early in the year for an inspection. It was agreed to inspect the allotments prior to the annual rent collection.

556. FINANCES**To consider the expenses summary and agree any necessary actions**

- a) The clerk reported the expenses for 2017/18 – hedging and dyking £280 and water £218.35. The expenses per tenant were proposed and agreed – Garden tenants £9; Small holding £4/half acre plot.
- b) **To receive the budget forecast and consider review of rent payments**
The clerk made available an Income/expenses Summary for the previous five years. The clerk reported that as agreed on 20 February 2017 rents would be increasing with effect from 1 April 2018 to; Gardens 1/8th acre to £10 and Smallholdings rents to £24/year. Tenants had been served one year's notice by letter dated 20 March 2017.
- c) **To agree rent collection date**
It was agreed that this would be collected on Wednesday 11th April 2018. Clerk to inform Allotment holders with the required notice.

557. CORRESPONDENCE FOR DISCUSSION/DECISION

None

558. MATTERS FOR DISCUSSION

- a) Allotment road – pot hole at West View entrance and bottom junction. Clerk to report pot hole on highway to NLC. B Ross to monitor track and maintain.
- b) Butterwick Road stop tap – to monitor any leaks when water turned back on.
- c) Butterwick Road access – to monitor weed growth on pedestrian path.

559. DATE/TIME/VENUE OF NEXT MEETING

It was agreed to arrange the next meeting when required.

THIS CONCLUDED THE BUSINESS OF THE MEETING. Meeting closed 7:18pm