

Minutes of the **Allotment Advisory Committee** held on Monday 22<sup>nd</sup> June 2020 at 7pm held remotely via Zoom.

**Present:** Councillors N Poole (Chairman), Mrs J Briggs (entered meeting at 7:30pm), T Foster, J McKellar Main, Mrs P Skelton (entered meeting at 7:20pm), Mrs B Todd.

**Allotment Representative:** Mr C Scott

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

**624. Apologies for absence**

Received from Cllr J England, Mr B Ross (Small holder rep.), Mr P Chapman (allotment liaison)

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

**626. Minutes of last meeting**

The draft minutes of the last meeting held on Monday 16<sup>th</sup> March 2020 had been circulated to all members prior to the meeting. The minutes remain unadopted due to all meetings of the Parish Council being suspended due to Covid-19.

**627. Clerks report**

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

- a) Min 619a,b,c – The clerk reported all these issues had been addressed
- b) Min 619d – Security - Handyman to erect stakes to prevent access through gap in hedge to field.
- c) Min 620c – The Clerk reported the rent collection date had been cancelled due to Coronavirus.  
Rents had been collected by cash / cheque / bank transfer.  
One rent outstanding – 49A/49AA due to Covid-19. Clerk had spoken to the tenant and determined the plot is still required and payment will be sent.
- d) Min 622a – up to date contact details had been collected and updated.

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

- a) Allotment 19A                      C Parnham                      Deceased
- b) Allotment 2B                      B Antcliff                      Deceased
- c) Allotment 38B                      K Gibson                      3 weeks' notice of termination given on 12/6/20

**629. Allotment tenancy applications**

**To receive allotment tenancy applications;**

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

- a) Kay Follan                      Allocated 43A                      31/3/20
- b) Steve Waddingham              Allocated 42B + add.              6/4/20
- c) Garry Farman                      Allocated 2A                      14/4/20
- d) Peter Stones                      Allocated 2C                      18/4/20
- e) Catherine Gould                      Allocated 19A                      5/4/20
- f) John Berry                      Allocated 44A                      8/5/20

**Waiting list** – 1 Applicant. It was resolved to offer 38B to Pauline & Robert Martin

It was noted that there had been an increase in demand for allotments during the Covid-19 pandemic and the majority of the plots were well cultivated.

Signature:

Date:

**630. Allotment inspection report****a) To receive the allotment inspection report and agree any necessary actions**

The following was reported and raised by the Allotment rep. Mr C Scott;

- i) Allotment 2B – The recently vacant plot will require work to get back to useable condition. Resolved to clear plot and make enquiries of any interest.
  - ii) Allotment 38A – Not really cultivated for several seasons. The Clerk reported that the tenant had not visited due to Covid-19 circumstances. Clerk to follow up.
  - iii) Track – This requires further attention beyond the recent temporary work. Resolved that Clerk seek quotations for planing work with JCB equipment for consideration by Full Council.
- b) Allotment 36 – Chapman/Benson – The Clerk reported that concerns had been received that the piles of timber on allotment 36 were harbouring vermin. A letter had been sent on 24<sup>th</sup> May 2020 for actions to be taken to remove the timber in order address these issues as soon as possible. As no action had been taken it was resolved to send a further letter to advise that failure to address the issues by a set date will result in consideration of termination.

**631. Matters for discussion****a) To consider action to be taken when Small holding plots 12,13,14,15 become available for use on 29<sup>th</sup> September 2020.**

It was resolved to consider the course of action at the next Allotment meeting in September when the demand for plots will be known.

**b) To consider if the 'Best Kept Allotment' competition would take place in 2020.**

It was resolved to continue and hold the annual competition. It was suggested presenting the prizes via zoom as this year's Horticultural show has been cancelled due to Covid-19.

**To consider a judge for the competition.**

The Chairman advised that he may know someone who would be willing to judge the competition.

This concluded the business of the meeting. The meeting closed 7.39 pm.

Signature:

Date: