

Minutes of the **Allotment Advisory Committee meeting** held on Monday 6th March 2023 in Messingham Community Hub commencing at 7pm.

Present: Councillors N Poole (Chairman), J England, T Foster, C Scott, P Skelton.

Allotment representative: Mr S Waddingham.

In Attendance: Tracey Black, Parish Clerk

675. Apologies for absence

To receive apologies for absence – Cllr J McKellarMain, Cllr J Briggs.

676. Declarations of interest

Cllr C Scott declared a personal & prejudicial interest as an allotment holder.

Mr S Waddingham declared a personal & prejudicial interest as an allotment holder.

677. Minutes of last meeting

The minutes of the last meeting held on Monday 11th July 2022 had been circulated to all committee members prior to the meeting. It was noted that the minutes had been adopted by Full Parish Council on Monday 8th August 2022 minute ref. 1672 69a.

678. Clerks report

To receive the Clerks report and update on recent and on-going matters.

i) Min 673a – Small Holding Termination – the Clerk reported that the tenancy of all the Small Holding plots terminated on 6 October 2022.

ii) Min 674a – Gate – the Clerk reported that a new gate had been installed by the Handyman in October 2022. A spring loaded wheel to support the weight of the gate had been fitted on 2/3/23.

It was noted that the supporting post was unstable and requires attention.

Resolved: Clerk to arrange for the Handyman to liaise with C. Scott and S. Waddingham to dig out the post and fix with additional Postcrete. Work to be carried out prior to the summer.

iii) Min 674b – Vacant allotments – the Clerk reported that work is ongoing by the Handyman to clear vacant allotments 35a/36a/42a that had been agreed not to relet. There is a quantity of asbestos sheets that NLC waste management advised will require safe disposal by an external contractor.

S. Waddingham enquired if tenants are to be evicted from the bottom plots and moved to the top. The Chairman clarified that this is not the case. The bottom plots would not be relet as and when they are vacated. The vacant plots will be cleared and kept tidy.

679. Allotment tenancy terminations / notice of terminations

a) To receive and note allotment tenancy terminations and notice of terminations since the last meeting.

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| All small holdings | B Ross | terminated 6/10/22 | no longer required-retired |
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| Allotment 11C | K&K Fowler | terminated 28/2/23 | no longer required |
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b) Notice of termination

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| Allotment 11A | T Scruton | termination with effect from 31/3/23 | no longer required |
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680. Allotment tenancy applications

a) To receive and approve allotment tenancy applications since the last meeting;

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| J Dudley | allocated 12E | 1/8/22 |
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| G Gadd | allocated 13A | 6/12/22 |
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|-------------|---------------|--------|
| N Crowcroft | allocated 11C | 1/3/23 |
|-------------|---------------|--------|

Signature:

Date:

b) Allotment applications awaiting allocation

Liah Cooper allocated 11A with effect from 13/3/23

Resolved: to approve the applications.

The Clerk reported that J Dudley - Allotment 12E – had advised that he would be moving out of Messingham. **Resolved:** in accordance with the allotment rules that notice be served to quit.

681. Finances**a) To receive the Receipts & Payments summary to date.**

The Receipts & Payments summary had been circulated to all the committee prior to the meeting. The Clerk explained the figures.

S Waddingham queried the use of water by the Handyman. Clerk to determine the purpose.

Cllr C Scott & Mr S Waddingham left the meeting room prior to the following two items

b) To resolve the tenant expenses for 2023/24.

The Clerk reported amounts for;

Flailing the Hedges & Dykes – £375.00 (to recover from both the Garden allotment tenants and Small Holding tenants).

Water - £416.28 - (to recover from Garden allotment tenants only).

Resolved: no change to expense payments for 2023/24 for Garden Allotments - to remain at £7 per each quarter. It was noted that there is currently no tenant on the Small Holding plots.

c) To resolve the tenant rent payments for 2024/25.

The Clerk reported the rent payments for 2023/24 had been agreed on 14 March 2022 as;

Full plots £30; Half plots £15; Quarter plots £7.50; Small holding plots £30/half acre.

It was noted that twelve months' notice is required to be served to tenants for any rent increases.

Resolved: no change to the rent payments for Garden Allotments for 2024/25.

Full plots £30; Half plots £15; Quarter plots £7.50.

It was noted that there is currently no tenant on the Small Holding plots.

Cllr C Scott and Mr S Waddingham returned to the meeting room

682. Allotment inspection report**a) To receive the allotment inspection report and resolve any actions required.**

The following allotments were noted in the inspection report carried out by Cllr C Scott & Mr S Waddingham;

i) Allotment 2C – P Stones – overgrown / no activity – **Resolved:** untidy allotment letter 1 to be sent.

ii) Allotment 6B – G Ombler – overgrown / little activity – **Resolved:** untidy allotment letter 1 to be sent.

S Waddingham asked if allotments could be rented to residents of neighbouring parishes where there are no allotment sites. It was noted that the rules state that tenants are to be a resident of the Parish.

Resolved: Clerk to investigate the advice of ERNLLCA.

683. Correspondence for decision / discussion - no correspondence

Signature:

Date:

684. Matters for discussion/decision**To receive any items for consideration and resolve any actions required.**

- a) **Vacant Small Holding plots – to consider action.**
Resolved: refer to Full Council for consideration to be given to seeking advice from a Land Agent.
- b) **Parish Council brick building – Cllr C Scott reported that the building is in need of re-pointing.**
Resolved: Chair & Clerk to inspect and report to Full Council.
- c) **Little Imps – Cllr C Scott reported that interest had been received from Little Imps for an allotment.**
Resolved: The request would be considered on receipt of a completed application form.
- d) **Fruit tree area adjacent plot 43B – it was noted that this area had been handed back by the tenant.**
Cllr C Scott reported that the trees and fruit bushes require attention and would be agreeable to tidy and prune the area.
Resolved: to maintain the area and Cllr Scott to carry out the work.
- e) **Self set sycamore trees between allotment rows 11 & 12**
Resolved: self-set trees require removing. Cllr C Scott to carry out the work.
- f) **Gate – S Waddingham reported that tenants of plots 1,2,3 had suggested that the original gate be erected at the entrance to these plots to prevent unauthorised vehicles.**
Resolved: Clerk to purchase two timber posts and Cllr C Scott & S Waddingham to erect the original gate.

This concluded the business of the meeting. The meeting closed at 20:05.

Signature:

Date: