

Minutes of the **Allotment Advisory Committee meeting** held on Monday 18<sup>th</sup> September 2023 in Messingham Community Hub commencing at 7pm.

**Present:** Councillors N Poole (Chairman), J Briggs, J McKellarMain, C Scott, P Skelton.

**Allotment representative:** Mr S Waddingham.

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

**685. Apologies for absence**

**To receive apologies for absence** – Cllrs J England, T Foster.

**686. Declarations of interest** – no declarations were declared.

**687. Minutes of last meeting**

The minutes of the last meeting held on Monday 6<sup>th</sup> March 2023 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 13<sup>th</sup> March 2023.

**688. Clerks report**

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

a) Annual Rent & Expenses – outstanding from April 2023

- i) Allotment 12 D - Lydia Rockett 12D – despite reminders and a conversation, the invoice for the annual rent and expenses remains outstanding. It was reported that there had been no noticeable activity for the duration of the tenancy which commenced in 2022.

**Resolved:** to terminate the allotment tenancy with immediate effect.

- ii) Allotment 2C – P Stones – despite reminders and conversations, the invoice for the annual rent and expenses remains outstanding. It was reported that there had been no noticeable activity on the allotment since the untidy allotment letter 1 had been sent on 9 March 2023.

**Resolved:** to terminate the allotment tenancy with immediate effect.

- b) Min. 684a) – Small Holding Land 15.94 acres – The Clerk reported that a 3 year Farm Business Tenancy to commence 1<sup>st</sup> October 2023 had been agreed and is pending completion.

- c) Min. 684b) – Allotment brick building – The Clerk reported that the re-pointing of the brick work had commenced and is due to complete in September 2023. The boarding up of the windows work is now complete.

- d) Min. 684f) – Gate – The Clerk reported that no action had been taken to erect the original gate to access plots 1,2,3 - between the Scout Hut and the hedge.

**Resolved:** Cllr Scott and S Waddingham to determine materials required and Clerk to purchase.

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

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

Allotment 45A	L Jaques	terminated 29/3/23	no longer required
Allotment 35B	M May	terminated 7/4/23	no longer required
Allotment 12E	J Dudley	terminated 27/6/23	moving from Messingham

**690. Allotment tenancy applications**

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

J & J Sandlands	allocated 13A	15/4/23
D Mettam	allocated 11A	21/7/23

**Resolved:** to approve the applications.

Signature:

Date:

**b) Allotment applications awaiting allocation**

2 pending applications – Clerk to follow up.

John Berry - allotment 44A - request to move to smaller plot at the top at the end of year.

Allotments 18A/18AA – W Bowers – verbal enquiry to transfer the plots into partners name B Pike.

**Resolved:** to transfer on receipt of written request.

**691. 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 – see minute 688 a)ii).

ii) Allotment 6B – G Ombler – overgrown / little activity – untidy allotment letter 1 sent 9/3/23.

**Resolved:** untidy allotment letter 2 to be sent.

iii) Allotment 12D – L Rockett – see minute 688a)i).

iv) Allotments 27A & 27B – C Scott – C Scott advised he is in the process of removing plants and will not renew the tenancy in April 2024.

v) Allotment 44A – J Berry – overgrown – see min.690b) request for smaller plot at top of the site.

**Resolved:** untidy allotment letter 1 to be sent and inform of vacant plots at the top of the site.

vi) Allotment 46A – J Hesp – overgrown – **Resolved:** untidy allotment letter 1 to be sent.

vii) Allotment 49A – M & R McLoughlin – overgrown – **Resolved:** untidy allotment letter 1 to be sent.

viii) **Resolved:** to place article in the village magazine to advertise vacant allotments.

**692. Correspondence for decision / discussion - no correspondence****693. Matters for discussion/decision**

**To receive any items for consideration and resolve any actions required.**

**a) Anti-social behaviour on the allotments.**

Anti-social behaviour has been on-going on allotment 19A/B and in the shed since 2021. Activity includes regular incinerator fires, smoking cannabis, vaping.

Activity and damage has recently spilled over to neighbouring plots and the community orchard.

The Police have been kept informed and have been in contact with the allotment holder.

NLC Safer Neighbourhoods have provided a 'Safer Allotments' document.

The security of the allotment site was discussed. CCTV and blocking off access points in the hedge were suggested. It was noted that CCTV had been researched previously and based on advice, was resolved that the cost of CCTV was not proportionate to the problem and would not cover the whole site. It had been agreed at the time not to re-let the allotments at the bottom of the site when they become available.

**Resolved:** Clerk to circulate the 'Safer Allotments' documents to the allotment tenants.

Clerk to determine ownership of the boundary hedge.

This concluded the business of the meeting. The meeting closed at 19:32.

Signature:

Date: