**MINUTES OF A MEETING OF THE ALLOTMENTS COMMITTEE**

**Held on Wednesday 7th December 2016**

Present: Councillor F D Jones – Allotments Liaison Officer

Councillor Mrs P Mayne – Vice-Chairman

Councillor A Wassell – Chairman

Councillor B Mayne

Site Representatives:

 Julie Medford – Ellins Terrace 1

 Simon Leake – Ellins Terrace 2

 Frank Crossland – Heys Buildings

 Kevin Mills – Heys Buildings

 Bernard Crossley – Newland Lane

 Joe Fisher – Norwood Street

 D. Marston – Norwood Street

 Des Batty – Norwood Street

Colin Aylward – Norwood Street

Keith Winstanley – Norwood Street

 Mike Darwin – Wentworth Terrace

**19. Welcome and Apologies**

The Chairman welcomed everyone to the meeting. Member’s apologies for their inability to attend were recorded in the apology book.

**20. Member’s Declarations of Interests**

 Members were reminded of the requirement to make an appropriate declaration at the meeting on any item in which they had an interest.

 There were no declarations made.

**21. Public Bodies (Admission to Meetings) Act 1960**

There were no items of a confidential nature from which the press and public were required to be excluded.

**22. Minutes**

RESOLVED that the minutes of a meeting of the Allotments Committee held on Wednesday 31st August 2016 (Minute Numbers 13-18; Pages 11-14) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor F D Jones/ Seconded by Joe Fisher)

**23. Reports from sites**

Ellins Terrace 1

There was very little to report on site. There have been a number of people getting onto the site and walking round but no damage had been caused as yet.

Ellins Terrace 2

Simon thanked the Town Council for clearing the asbestos, rubble and scrap, however it was reported that a tenant had been throwing rubbish over the fence onto the newly cleared plot.

Heys Buildings

There were currently no vacancies but there were concerns regarding five plots which were not being kept up to standard. It was suggested that a meeting should be held with one tenant who had built a greenhouse on the border between two plots, meaning that the plot could not be split in the future.

Newland Lane

There were two vacant plots and three tenants who were not attending on a regular basis. A number of new, prospective tenants were interested in taking these plots over.

Norwood Street

There were three plots vacant, two have been let. Plot 13 had not been touched for quite some time and a letter had been sent. It was suggested that further contact should be made with this tenant with a view to either a warning or an eviction notice.

Wentworth Terrace

There were currently two and a half vacant plots, however there were some that were about to be terminated and allocated to a new tenant. Mike offered his thanks to the Town Council for their assistance with the skip.

**24. Town Council Update**

The Town Clerk reported the following:

Cypress Road

No vacancies and two people waiting for multiple sites at the present time.

Ellins Terrace 1

No vacancies and one person waiting. The Town Clerk had recently dealt with issues regarding a tap which had been knocked over when a caravan was installed, the caravan has now been moved off-site and the tap repaired.

Ellins Terrace 2

Four vacancies and three people waiting although they were waiting for specific plots. Three other people waiting but two were waiting on multiple sites.

Heys Buildings

No vacancies at the moment and two people waiting, one of whom had not replied so a letter will be sent.

Gladstone Street

Two and a half plots vacant with a waiting list of eight, two of whom were waiting for multiple sites and one was not ready for a plot at the present time.

Newland Lane

One full plot and two half plots vacant at the moment, waiting list of six, two waiting for multiple sites.

Norwood Street

One vacancy and five people waiting, four of whom were waiting on multiple sites.

Wentworth Terrace

One full and one half plot vacant, one person waiting who was taking over one and a half plots belonging to Mr Bedford.

A letter of thanks was read out from the Meet ‘n’ Eat Diner to the allotment tenants for their very kind donations towards the vegetable supplies at the Luncheon Club. Members asked if the Meet ‘n’ Eat would benefit from their own allotment to be able to grow their own veg with volunteers. It was reported that this was not really practical for them at the present time, however if tenants would like to get together and use a plot for growing vegetables for Meet ‘n’ Eats then the town Council would be happy to support this. Members felt that it may be easier just to continue to donate surplus supplies.

It was reported that the show had been held in September and that for 2017 we would be looking for a new venue as the Alice Bacon Centre had now closed. We would be reviewing the classes and prizes in the new year and there were a number of volunteers who would like to become involved in the review of the schedule.

It was reported that a vegetable demonstration had been held, provided very kindly by Mr John Smiles, a former judge of the Horticultural Show. The event had been very well attended and our thanks to those who came out to learn more about the growing and showing of vegetables.

There was a brief discussion about the merits of warning letters and eviction notices and it was reported that the Town Council would continue with its current policy of a 30-day warning followed by a 28-day eviction notice.

It was discussed that when an applicant was waiting for a plot on several different sites the office should allocate them to the closest site to their home to prevent them being included on multiple waiting lists.

In the absence of any further business, the Chairman thanked everyone for their attendance and closed the meeting.