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

**Held on Wednesday 9th August 2017 at 6:00pm at Normanton Town Hall**

Present: Councillor F D Jones – Allotments Liaison Officer

Councillor Mrs M Vickers

Councillor A Wassell – Chairman

Site Representatives:

Stuart Oxley – Cypress Road

Tanya Barnaby – Cypress Road

Lee Sambrook – Cypress Road

Mark Cowcill – Ellins Terrace 1

Fiona Farrar – Gladstone Street

Steve Taber – Heys Buildings

Bernard Crossley – Newland Lane

David Hogarth – Newland Lane

Mike Darwin – Wentworth Terrace

**1. Welcome and Apologies**

The Chairman welcomed everyone to the meeting. Members apologies for their inability to attend were recorded in the apology book. Allotment representative apologies were put forward on behalf of Andrew James, Gladstone Street, and Simon Leake, Ellins Terrace 2.

The Chairman extended a warm welcome to the representatives from Cypress Road who were attending their first meeting.

**2. 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.

**3. 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.

**4. Minutes**

RESOLVED that the minutes of a meeting of the Allotments Committee held on Thursday 20th April 2017 (Minute Numbers 25-30; Pages 19-22) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor F.D. Jones / Seconded by Bernard Crossley)

**5. Reports from sites**

Cypress Road

It was reported that the Police had been on site looking for someone believed to be camping on site.

Ellin’s Terrace 1

It was reported that there were no vacancies, no major problems and a number of plots becoming available in the future following the death of a tenant. It was reported that the former tenant had a number of Hawthorne plants in pots and it would be a nice tribute to use them along the hedgerow near their old plot. There was a requirement to improve the road surface from the gate to the steel container. Quotes would be obtained.

Ellin’s Terrace 2

It was reported that there was 1 vacancy, 1 plot requiring a lot of work to bring it into use, recurring issues with parking on the track and issues regarding the removal of site rules and no shooting signs.

Gladstone Street

It was reported that there were no major issues, 2 vacancies and a small amount of asbestos piled up near the container.

Heys Buildings

There were no major issues reported and it was suggested that the site would look at taking back their bank account because they did not want to have to wait for cheques to be written to reclaim their expenses.

Newland Lane

It was reported that there was half a plot vacant plus 2 pending evictions. The trees and saplings in the park were causing issues again and causing poor crops. There are around 15 saplings to be removed.

Wentworth Terrace

It was reported that there had been a break in recently and the chains on the gates had been cut. Around 16-20 sheds had been broken into but only 1 appears to have lost property. The Police have attended and taken fingerprints. Mike requested that the inspection results be sent out. There were 1.5 plots vacant.

**6. Town Council Update**

The Town Clerk provided an update on issues affecting Allotments:

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| **SITE** | Cypress Road |
| **VACANCIES** | 0 |
| **PENDING EVICTIONS** | 1 (Plot 6) |
| **WAITING LIST** | 4 (plus 1 existing tenant move) |
| **INSPECTION ISSUES** | Query Intentions – Plot 9 (No reply)  Query Intentions – Plot 19 (Reply received)  Horsetail treatment – Plot 25 when vacant |

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| **SITE** | Ellins Terrace 1 |
| **VACANCIES** | 0 |
| **PENDING EVICTIONS** | 0 |
| **WAITING LIST** | 4 (2 applications from existing tenants) |
| **INSPECTION ISSUES** | Inspection required – ET1-44  Several plots have exceeded livestock numbers  Major issues following death of tenant to be resolved.  Rear fence falling down – Letter sent to tenant. |

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| **SITE** | Ellins Terrace 2 |
| **VACANCIES** | 1 |
| **PENDING EVICTIONS** | 1 (plot 81) |
| **WAITING LIST** | 3 (existing tenants) |
| **INSPECTION ISSUES** | Query Intentions – Plot 59 (Reply Received)  30 day warning – Plot 51  30 day warning – Plot 55  Major works required – Plot 81  Rear fence falling down |
| **SECRETARY ISSUES** | Parking on track  Removal of site rules re shooting (3rd time) |

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| **SITE** | Gladstone Street |
| **VACANCIES** | 2 (14 and 51) |
| **PENDING EVICTIONS** | 0 |
| **WAITING LIST** | 10 |
| **INSPECTION ISSUES** | Query Intentions – Plot 51 now terminated  30 day warning – plot 17 (Reply rec’d)  30 day warning – plot 35  60 day warning – plot 32  WDH Hedge Cutting – written confirmation that it is on the schedule for September.  Skip required for plot 40  Greenhouse sale on plot 50 to be resolved |

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| **SITE** | Heys Buildings |
| **VACANCIES** | 0 |
| **PENDING EVICTIONS** | 0 |
| **WAITING LIST** | 5 |
| **INSPECTION ISSUES** | Plot 1 – Quote for hedges to be trimmed  Plot 17/18 – Quote for Elderberry trees to be cut |

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| **SITE** | Newland Lane |
| **VACANCIES** | 1 (22b Half plot) |
| **PENDING EVICTIONS** | 2 (10 and 37) |
| **WAITING LIST** | 6 |
| **INSPECTION ISSUES** | Query Intentions – plot 31/32  30 day warning – plot 10 (eviction issued)  30 day warning – plot 37 (eviction issued) |

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| **SITE** | Norwood Street |
| **VACANCIES** | 1 |
| **PENDING EVICTIONS** | 0 |
| **WAITING LIST** | 2 |
| **INSPECTION ISSUES** | Query Intentions – Plot 5 (vacated)  Query Intentions – Plot 6 (reply rec’d)  Query Intentions – Plot 18 (no reply)  Fencing broken in corner – issued for repair  ASB in shed – reported to Police |
| **OTHER ISSUES** | No Site Secretary  One volunteer for treasurer and committee |

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| **SITE** | Wentworth Terrace |
| **VACANCIES** | 2 (23 and 63a) |
| **PENDING EVICTIONS** | 0 |
| **WAITING LIST** | 1 |
| **INSPECTION ISSUES** | Query Intentions – Plots 17/20 too much work for one person. Reminder sent 08.08.17.  Plot 31 to relocate to next available vacant plot  Glass in bin at Plot 31 to remove  30 day warning – Plot 39  30 day warning – plot 58  30 day warning – plot 80 |
| **OTHER ISSUES** | Rats on site – treatment booked. |

Members also discussed fly tipping which was already an issue across the district. It was reported that Welbeck Household Waste Recycling Centre would be closing in September and members feared that this would increase fly tipping. Members were encouraged to report fly tipping to WMDC on 03458 506 506.

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