

MINUTES OF A MEETING OF THE ALLOTMENTS COMMITTEE

Held on Thursday 29th April 2021 at 11:00am

In accordance with the Local Authority and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting was conducted remotely, via the Zoom video conferencing platform.

Present: Councillor Mrs C. Appleyard
Councillor B. Mayne
Councillor Mrs P. Mayne – Chairman
Councillor R. Seal – Vice Chairman

Absent: Councillor Mrs E. Blezard, Councillor P. Marchant.

30. Apologies for Absence

RESOLVED that apologies be received and reasons approved on behalf of Councillor Mrs E. Blezard and Councillor P. Marchant.

31. Members Declarations of Interest

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.

32. Minutes

RESOLVED that the minutes of a meeting of the Allotments Committee held on Wednesday 13th January 2021 (Minute Numbers 12 - 29; Pages 5 - 8) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor B. Mayne / Seconded by Councillor R. Seal)

33. Minutes – Allotments Working Group

RESOLVED that the minutes of the final meeting of the Allotments Working Group held on Wednesday 20th November 2019 (Minute Numbers 1 - 5; Pages 1 - 4) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor B. Mayne / Seconded by Councillor R. Seal)

34. Minutes – Allotments Sub Committee

RESOLVED that the minutes of the final meeting of the Allotments Sub Committee held on Wednesday 8th March 2017 (Minute Numbers 23 - 30; Pages 8 - 10) be received as a true record and the contents contained therein be approved.

(Proposed by R. Seal / Seconded by Councillor Mrs P. Mayne)

35. Allotment Policies

RESOLVED that the Allotment Policy document be approved and the policies be uploaded to the Town Council's website.

36. On-Site Committee Policy

RESOLVED that the On-Site Committee Policy be approved and circulated to Site Secretaries for a six-week consultation period.

37. Avian Influenza

The Town Clerk provided an update on the actions taken following the Avian Influenza protection Order which was eased on 31st March 2021.

RESOLVED that the report be received and the contents noted.

38. Budget 2020/21

The Town Clerk circulated a budget document setting out the income and expenditure for the 2020/21 financial year.

The report was broken down by site and an indication of the cost per plot was provided.

Income for the year was £7,699 with expenditure of £12,559. A net cost to the Council of £4,900.

RESOLVED that the report be received and the contents noted.

39. Update on Allotment Issues

The Town Clerk reported on a variety of issues that had been dealt with on sites over the last few months.

A request was put forward from Wentworth Terrace for a no parking sign due to issues with the gates being obstructed.

RESOLVED that the report be received and that a No Parking sign be ordered for Wentworth Terrace.

40. Requests from Tenants

The following requests were considered:

HB009 – Chicken Coop (W 13’ x L 13’ x H 8’)	APPROVED
CY019 – Shed (W 8’ x L 6’ x H 6’6’)	APPROVED
CY019 – Polytunnel (3m x 2m)	APPROVED
NL009 – Shed (W8’ x L 6’ x H 7’)	APPROVED
NL009 – Greenhouse (W8’ x L 6’ x H 7’)	APPROVED
WT048 – Shed (W 7’ x L 7’ x H 7’)	APPROVED
CY025 – Polytunnel (W 2.6m x L 3.7m x H 2.5m)	APPROVED
ET1-018- Greenhouse (W 6’ x L8’ x H 7’)	APPROVED

ET1-01

Request for an additional plot from an existing tenant.

Members considered the application in detail but given the long waiting lists, were not able to approve on this occasion.

Members agreed that the tenant could be placed on the waiting list but could only be offered an additional plot if there were no others waiting or those waiting had already declined the vacant plot.

WT057

Request to add joint tenant in special circumstances.

Members considered the special circumstances surrounding this request and agreed to approve the request on this occasion.

CY001,002, 026, 027

Request to tip allotment waste (clay soil) on the car park of the Bronte.

Members declined this application as the land in question is not under the ownership of the Town Council.

Following receipt of the request and after viewing photographs of the plot, members asked for a 30-day warning to be sent requesting reinstatement of the pathways around the plots and for all waste to be cleared.

The tenant should be advised that they face eviction proceedings if they continue to breach site rules and that all requests to carry out work on site, other than general cultivation, should be submitted in writing to the Council.

41. Cultivation Issues

CY028

Members considered photographs of the plot and were informed that there had been a lack of cultivation prompting two letters being sent in October 2020 and March 2021.

It was felt that the plot was in a poor condition, with no cultivation and the plot was covered with weeds.

A 30-day warning letter would be sent requesting improvements including:

- i) Weeds to be brought under control.
- ii) Work to commence on digging planting areas.
- iii) Any rubbish to be cleared from site.

NS005

Members considered a photograph of the plot and reviewed the payment record for rent.

Members agreed that an eviction notice would be sent on the following grounds:

- i) Poor condition of plot.
- ii) Non-payment of rent.

NS018a

Members considered a photograph of the plot and reviewed the payment record for rent.

Members agreed that an eviction notice would be sent on the following grounds:

- i) Poor condition of plot.
- ii) Non-payment of rent.

42. Complaints

A complaint was received regarding the behaviour of a tenant. Members agreed to contact the tenant for his account before continuing with the investigation.

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