

MINUTES OF A MEETING OF THE ALLOTMENTS COMMITTEE

Held on Wednesday 18th April 2018 at 6:15pm at Normanton Town Hall

Present: Councillor F.D. Jones – Allotments Liaison Officer
Councillor B. Mayne
Councillor Mrs P. Mayne – Vice-Chairman
Councillor R. Seal
Councillor Mrs M. Vickers
Councillor A. Wassell – Chairman

Site Representatives:

Stuart Oxley – Cypress Road
Tanya Barnaby – Cypress Road
Mark Cowcill – Ellins Terrace 1
Steven Taber – Heys Buildings
Bernard Crossley – Newland Lane
Mike Darwin – Wentworth Terrace
Bill Wood – Wentworth Terrace

23. Welcome and Apologies

The Chairman welcomed everyone to the meeting. Members' apologies for their inability to attend were recorded in the apology book.

24. 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.

25. 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.

26. Minutes

RESOLVED that the minutes of a meeting of the Allotments Committee held on Wednesday 6th December 2017 (Minute Numbers 7-12; Pages 7-12) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor F.D. Jones / Seconded by Councillor Mrs P. Mayne)

27. Reports from sites

Cypress Road

Everything on site is good and there is a waiting list.

Ellins Terrace 1

There is some concern over the sizing of plots 10 and 11 which have been vacated – this needs to be looked at.

Several plots will become vacant at the beginning of May – these will be allocated in due course.

The main gate has been locked to prevent vehicular access which was damaging the track.

Heys Buildings

The site is okay – there are a few plots that need tidying up.

Newland Lane

There are no vacancies and several waiting. One former tenant has not returned their keys.

Bernard asked if the new fence will be spiked to prevent access – it would not be spiked but would be 6ft tall. All tenants have been informed that the work will be carried out.

Recent overnight visitors were reported to the police and removed from site.

Wentworth Terrace

There are many vacant plots and some that are not worked but no one on the waiting list.

The trees on plot 26 may need removing at some future date if the tenant doesn't continue with the plot.

RESOLVED that the reports be received and the contents noted.

28. Town Council Update

The Town Clerk provided an update on issues affecting the allotments as follows:

GENERAL:

Allocation of plots

If you email or telephone the office to tell us that someone has taken over a plot, we will action it as soon as we can and send all their paperwork out in the post to their registered address. Please do not tell them to come straight to the Town Hall as we are unable to offer a 'while you wait' service for allotment tenancies. These are legal documents and take some time to set up, check and collate.

Horticultural Show

GDPR requirements – if you have tenants who would like adding to the database then please tell them to give us a call.

SITE	Cypress Road
VACANCIES	3 (6, 19, 22A)
UNPAID	2 (Plus 1 new tenant added today)
WAITING LIST	12
ISSUES	Issues with the ditch and drainage which have been declined. Tenant advised to reinstate the plot to its original condition.

SITE	Ellins Terrace 1
VACANCIES	5 (2, 3, 9, 10, 32)
UNPAID	8
WAITING LIST	1 (Plus 5 for either side)
ISSUES	Need to visit site to look at vacant plot sizes.

SITE	Ellins Terrace 2
VACANCIES	2 (77, 88)
UNPAID	4
WAITING LIST	3 (Plus 5 for either side)
ISSUES	Site Secretary needed.

SITE	Gladstone Street
VACANCIES	4 (14, 30, 35, 58B)
UNPAID	3
WAITING LIST	19
ISSUES	Visit to site required due to fly tipping. Hedge cutting should now have been completed.

SITE	Heys Buildings
VACANCIES	0
UNPAID	0
WAITING LIST	11
ISSUES	Quotes for fencing approved & Liaison with WDH to inform nearby residents. Quotes for tree and shrub pruning approved.

SITE	Newland Lane
VACANCIES	0
UNPAID	2 (1 only owes site fees)
WAITING LIST	10
ISSUES	Police issue with homeless people. Quote approved for fencing.

SITE	Norwood Street
VACANCIES	1 (5)
UNPAID	3 (1 is a new tenant)
WAITING LIST	9
ISSUES	Liaison with WMDC re top soil. Visit needed to inspect a few untended plots.

SITE	Wentworth Terrace
VACANCIES	2 (31 and 63A)
UNPAID	4 (1 only owes site fees)
WAITING LIST	1
ISSUES	Query re rats on site – no action needed at the present time.

Training

Members of staff and the Councillors had attended a training day on allotments and found the session very interesting.

Although we didn't necessarily agree with the guidance given by the training provider, it was felt that we were doing a good job with our allotments in terms of occupancy and investment. The trainer did feel that we were too cheap and too flexible.

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