

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

**Held on Wednesday 6<sup>th</sup> December 2017 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  
Councillor K. Wilson, JP

### **Site Representatives:**

Stuart Oxley – Cypress Road  
Mark Cowcill – Ellins Terrace 1  
Simon Leake – Ellins Terrace 2  
Andrew James – Gladstone Street  
Frank Crossland – Heys Buildings  
Kevin Mills – Heys Buildings  
Steve Taber – Heys Buildings  
David Hogarth – Newland Lane  
Bernard Crossley – Newland Lane  
Mike Darwin – Wentworth Terrace

### **7. Welcome and Apologies**

The Chairman welcomed everyone to the meeting.

Members apologies for their inability to attend were recorded in the apology book.

### **8. 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.

### **9. 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.

**10. Minutes**

RESOLVED that the minutes of a meeting of the Allotments Committee held on Wednesday 9<sup>th</sup> August 2017 (Minute Numbers 1-6; Pages 1-6) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor F.D. Jones / Seconded by Councillor Mrs M. Vickers)

**11. Reports from sites**

Cypress Road

It was reported that there were no ongoing issues on site.

Ellins Terrace 1

There were no problems on site, three plots had been cleared of scrap and would soon be available to let. The trees left on plot 38-40 had been planted to create a boundary hedge in memory of the former tenant. There would be a need to have a fire to burn some rubbish over the weekend.

Ellins Terrace 2

It was reported that Plot 88 was vacant but needed significant work to bring it up to standard. There was some asbestos from clearing the big shed. A complaint had been received relating to fireworks being set off from one tenant on bonfire night which was not acceptable. There were concerns about tenants who bring livestock but do not cultivate their plot and it was suggested that this could be addressed by writing a letter after the tenancy has begun to remind them of their obligations. This would have to be at the request of the on-site committee.

Gladstone Street

There were 3 vacant plots and these would be trimmed over the Christmas break with a view to letting them in the New Year. The trees had not been cut by WDH as promised.

Heys Buildings

There were no problems and no vacancies. The trees had been cut by WDH but not very well.

### Newland Lane

There were 2 and a half vacant plots and 2 on the waiting list. Some people on the Town Council waiting list were not responding so may need chasing up. The Site Secretary suggested that eviction proceedings need to be tightened up to move more quickly. There were issues with people not returning their keys. It was suggested that key deposits may be a solution.

### Wentworth Terrace

There were 1 and a half vacant plots and possibly plot 26 and 80 which had not had any work carried out recently. The glass had been removed from Plot 31 and the Site passed their thanks to the Town Council.

RESOLVED that the reports be received and the contents noted.

## **12. Town Council Update**

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

<b>SITE</b>	Cypress Road
<b>VACANCIES</b>	0
<b>PENDING EVICTIONS</b>	1 (Plot 25)
<b>WAITING LIST</b>	7
<b>ISSUES</b>	Skip booked in October for clearance of plot. Hired for 7 days but skip wasn't full when they collected it. Plot holder requested a 'full sized' skip but then after it was collected half empty said they only needed a small one. Treasurer is required to take back finances.

<b>SITE</b>	Ellins Terrace 1
<b>VACANCIES</b>	0
<b>PENDING EVICTIONS</b>	0
<b>WAITING LIST</b>	2
<b>ISSUES</b>	Inspection required – ET1-44. 38, 39, 40 being made available in the next week.

<b>SITE</b>	Ellins Terrace 2
<b>VACANCIES</b>	1 (88)
<b>PENDING EVICTIONS</b>	0
<b>WAITING LIST</b>	4 (3 are existing tenants)
<b>ISSUES</b>	Visit to inspect shed of tenant who had received a large delivery of an unknown item which was locked in their shed. Turned out to be soil purchased from facebook. Plot 88 requires investment before being let.

<b>SITE</b>	Gladstone Street
<b>VACANCIES</b>	3 (14, 35 and 50)
<b>PENDING EVICTIONS</b>	0
<b>WAITING LIST</b>	22
<b>ISSUES</b>	WDH Hedge Cutting – written confirmation that it is on the schedule for September however it has not been done. Skip required for plot 40 when tenant is ready. Greenhouse sale on plot 50 to be resolved.

<b>SITE</b>	Heys Buildings
<b>VACANCIES</b>	0
<b>PENDING EVICTIONS</b>	0
<b>WAITING LIST</b>	11
<b>ISSUES</b>	Plot 1 – Quote for hedges to be trimmed. Quote for replacement fence and removal of trees along fence line. Treasurer to take back finances.

<b>SITE</b>	Newland Lane
<b>VACANCIES</b>	3 (22B Half plot, 31, 32)
<b>PENDING EVICTIONS</b>	0
<b>WAITING LIST</b>	7
<b>ISSUES</b>	Saplings along fence line reported to WMDC and advised that they will be included in the maintenance plan 2018/19

<b>SITE</b>	Norwood Street
<b>VACANCIES</b>	1 (5)
<b>PENDING EVICTIONS</b>	0
<b>WAITING LIST</b>	6
<b>ISSUES</b>	Plot 18 to be split and half allocated. Treasurer to take back finances. Topsoil needed for plot 5.

<b>SITE</b>	Wentworth Terrace
<b>VACANCIES</b>	2 (31 and 63A)
<b>PENDING EVICTIONS</b>	0
<b>WAITING LIST</b>	1
<b>ISSUES</b>	Plot 31 requires investment before being let. Glass in bin at Plot 31 has been removed. Plot 26 has not been tended for a few months. Plot 26 removal of trees quote obtained but no longer required due to tenants pruning work. 2 plots being split.

### Rent Increase

It was reported that contrary to rumours, the Town Council is not increasing the rent to £100 per plot – however the Finance Committee may consider a 2% increase which is 40p per plot for the rent due in 2019. This has not been discussed yet but it will be communicated once a decision has been made.

### Allotment land

It was reported that contrary to rumours, the allotments are not being sold off for building or any other non-allotment purpose. We want to preserve and protect the allotments and are investing significantly to keep them at a reasonable standard. The biggest threat to allotments is a lack of cultivation.

### Inspections

Members discussed the allotment inspection and requested that they are carried out in July.

Members discussed future works on allotments and identified the following issues:

- i) Asbestos removal at Gladstone Street and Ellins Terrace 1 & 2;
- ii) Fencing was required at Heys Buildings, Ellins Terrace and Newland Lane;
- iii) Scalpings were required at Ellins Terrace 1 to surface the tracks.

Members discussed the treatment of Horsetail and bracken and it was suggested that Bracken could be treated with a Glyphosate based weed killer.

RESOLVED that the report be received and the contents noted.

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