

Report of the Allotment Sub Committee to the Parish Council

The Committee met at 7.32 pm on **Monday 15th December 2014**, in Committee Room 1 at the Parish Hall, Great Baddow. Cllr Mrs S Young chaired the meeting.

Present: Cllrs Mrs S Young, Mrs D Ronaldson, Mrs C Shaw, Mrs V Sadowsky, Mrs J Sosin, K Ronaldson, A Sosin and T Miller.

In Attendance: The Assistant Clerk of the Council
 The Administrative Assistant
 The Grounds Manager
 Towerfield Allotment Site Representative Mr T Hull
 Vicarage Lane Allotment Site Representative Mr C Arben

530/14 Apologies for Absence

Apologies for absence were received from Cllrs J Fuller and T Hatcher.

531/14 Declarations of Interests

There were no declarations of pecuniary or non pecuniary interests.

532/14 Public Question Time

There were no members of the public present.

533/14 Minutes

The minutes from the last meeting held on 22nd September 2014 were presented and proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw, with the following amendment to item 341/14, line three, the word 'withheld' to be deleted and replaced by 'upheld'.

534/14 To receive an update report on matters raised by the Allotment Representatives on 22nd September 2014

A report prepared by the Administrative Assistant had been circulated prior to the meeting. The following items were noted:

- At the time of writing there were seven plots vacant on the Vicarage Lane site, with five people on the waiting list.
- There are four vacant plots on the Towerfield site, and no waiting list, however one person has recently applied for an allotment.

All plots on both sites continue to be monitored on a monthly basis.

The Chairman enquired whether contact had been made with Chelmsford City Council regarding the extent of their waiting list. The Administrative Assistant advised that she was not aware of any contact having been made and it was agreed that the Allotment Officer at Chelmsford City Council should be informed of the current vacancies at Towerfield, as it may be possible to accommodate someone from their list.

Cllr Mrs C Shaw advised the meeting that a recent inspection of the Towerfield fence had shown it to be in a reasonable state of repair. The Grounds Manager agreed but suggested that a few patchy areas would benefit from some attention. The site visit highlighted a number of overgrown areas at the bottom of some plots and the tenants concerned are to be contacted and asked to clear and cultivate that area of their plots.

Update on issues raised by the Towerfield Allotment Representative on 22nd September 2014

Following Mr Hull's query as to who is responsible for the Towerfield notice board, the Administrative Assistant advised that the notice board is the responsibility of the Parish Council, and that the Ground's Manager holds a key. As of Monday 8th December all old notices were removed from the board and replaced with the current allotment conditions and regulations.

Update on issues raised on the Vicarage Lane site on 22nd September 2014

Further to Mr Arben's concerns regarding the suitability of half plot VL139, the Administrative Assistant advised that the plot has now been withdrawn from use.

The Administrative Assistant reported two matters of concern on the Vicarage Lane site. The first is the dumping of sixteen sheets of asbestos on plot VL120, which have now been safely removed. The second is the reported theft of produce, and the subsequent digging over, of plot VL36 by someone other than the tenant. Notices have been placed on the plot asking the person responsible to contact the office as this may be the result of a new tenant mistakenly tending the wrong plot.

535/14 Report of the Towerfield Allotment Representative

Mr Hull queried when the Towerfield site visit had taken place, as despite having requested that a meeting be held, he had not been invited to attend. The Chairman advised that the meeting had taken place on 3rd October 2014 and gave apologies to Mr Hull for not inviting him to attend.

1. Mr Hull raised the matter of the straining wire on the northern boundary near to the flats, and asked that it be inspected by the Grounds Manager. Cllr Mrs S Young requested that the undergrowth be cleared back to enable an inspection to be carried out by the Grounds Manager.
2. Mr Hull queried whether the wording on budget header 4131 could be amended to read 'water' and not 'water and sewerage', as there are no sewerage facilities on the Towerfield site. The Assistant Clerk advised that it may not be possible to change the headings in the budget software programme.
3. Mr Hull enquired where the skips referred to in budget item 4140 were to be located. The Grounds Manager advised that skips were usually placed on the Vicarage Lane site as it is difficult to find a suitable location for them at the Towerfield site. It may be possible to provide a skip for one day, which could be regularly monitored, to prevent it being used by non-allotment holders. This will be investigated by the Grounds Manager.

536/14 Vicarage Lane Allotment Site

1. Mr Arben reported a problem with one of the posts on the Vicarage Lane noticeboard. The Grounds Manager is to inspect the board and repair it as necessary.
2. Mr Arben informed the meeting that the noticeboard is no longer water-tight, and the posters are being destroyed by the rain. This will be viewed by the Grounds Manager.

537/14 Matters for information

Cllr Mrs J Sosin reported that the Allotment Prize Giving evening had been very well attended, and was a very enjoyable evening. The Committee offered its congratulations to Mr T Hull for being this year's winner of the first prize on the Towerfield site.

Cllr A Sosin raised the question of whether all allotment holders should be invited to attend the prize giving evening. Following some discussion it was agreed that a note would be placed in the next allotment newsletter, advising tenants that should they wish to become a member of the Horticultural Society they would be welcome to attend the evening.

538/14 Next Meeting

The next meeting will take place on Monday 30th March 2015 at 7.30pm.

There being no further business, the meeting was closed at 8.01 pm

Signed.....Chairman.....Date