

Report of the Allotment Sub Committee to the Parish Council

The Committee met at 7.30 pm on **Monday 22nd September 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, K Ronaldson, Mrs V Sadowsky, T Miller, Mrs J Sosin, A Sosin and Mrs C Shaw

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

334/14 Apologies for Absence

Apologies for absence were received from Cllrs T Hatcher, J Fuller and Mr T Hull, the Towerfield Site Representative.

335/14 Declarations of Interests

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registerable Non Pecuniary Interests.

336/14 Public Question Time

There was one member of the public present.

337/14 Minutes

The minutes from the last meeting held on 23rd June 2014 were presented by Cllr Mrs S Young, proposed by Cllr K Ronaldson and seconded by Cllr Mrs C Shaw they were then signed as a true record.

338/14 To receive an update report on matters raised by the Allotment Representatives on 23rd June 2014

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

- There are currently 6 vacant plots on the Vicarage Lane site and 4 on the Towerfield site.
- 5 people remain on the waiting list.
- All plots continue to be inspected on a monthly basis.
- A recent site visit found plot 20 to be an unacceptable and uncultivated condition. The tenant is to be contacted.

Cllr A Sosin advised those present that Chelmsford City Council currently has a waiting list of people wanting allotment plots. Cllr A Sosin requested that contact be made with Chelmsford City Council to advise that Great Baddow Parish Council may be able to assist with the waiting list, provided that waiting applicants live in the parishes of Great Baddow or Galleywood.

Update on issues raised by the Towerfield Allotment Representative on 23rd June 2014

Further to the meeting on 23rd June 2014 and Mr Hull's query regarding the issuing of Notice's to Quit; a report had been circulated by the Administrative Assistant prior to the meeting, advising that seven notices to quit had been issued in June, resulting in six plots being vacated.

Update on issues raised on the Vicarage Lane site on 23rd June 2014

There were no items to be updated as these were addressed during the meeting on the above date.

The Administrative Assistant reported that an inspection of the Vicarage Lane site had been carried out on Thursday 11th September where it was noted that plots 39, 49, 73, 82, 85, 94, 105, 106, 116 and 126 were found to be in an unacceptable and uncultivated condition. All tenants have been contacted with the exception of plot 82 who is currently appealing against a Notice to Quit.

339/14 Report of the Towerfield Allotment Representative

Mr Hull had given his apologies prior to the meeting but requested that the following matters be raised:

1. Mr Hull would like to know who is responsible for the notice board at the Towerfield Allotment site.
Mr Clive Arben the allotment representative for the Vicarage Lane site suggested that the Horticultural Society might hold a key for the notice board. The matter is to be investigated.
2. Following further thefts of fruit from the allotment site all affected tenants have been advised to notify the police on non emergency number 101.
3. Mr Hull queried how often the grass paths were being cut, as the grass gets very long in between cuts. The Grounds Manager advised that due to staff sickness it had not been possible to cut the grass as often as required. The Grounds Manager is to monitor the situation.

Cllr A Sosin requested that a site visit be made to the Towerfield site in order to look at the fence and prepare a budget figure. Cllr Mrs S Young agreed to liaise with the Grounds Manager to arrange a visit.

340/14 Vicarage Lane Allotment Site

1. Mr Arben's report of a rat on the Vicarage Lane site was noted by the Committee.
2. Following a number of complaints about the unsuitability of half plot VL139 on the Vicarage Lane site, Mr Arben questioned whether the plot should remain in use.

The Administrative Assistant agreed with the comments made by Mr Arben and recommended that the plot be withdrawn from use. The Committee approved the recommendation.

341/14 Notice to Quit

Following an appeal by the tenant of allotment plot VL082 on the Vicarage Lane site, the Clerk had recommended that the decision to terminate the tenancy be withheld. Cllr Mrs C Shaw proposed that the recommendation by the Clerk should stand and was seconded by Cllr Mrs J Sosin. The tenant will be notified of the decision and the plot re-let.

342/14 Budget

Review of Budget Spending for 2014/2015

A report had been circulated prior to the meeting and was noted. There are no current concerns.

To consider the first draft budget for 2015/2016

A draft budget had been circulated prior to the meeting. The following comments were made.

- The Clerk advised that there had been a slight decrease to budget item 4125 but an increase to budget item 4131.
- Budget 4139 had been increased due to a rise in costs.
- Budget 4140 had also been increased to take into account the need to hire three skips in the coming year.

It was agreed that the budget, with the proposed amendments, should be referred to the Finance and General Purposes Committee. Proposed by Cllr Mrs S Young and seconded by Cllr Mrs D Ronaldson.

343/14 Matters for information

Cllr Mrs J Sosin advised the meeting that the final allotment judging had taken place on Friday 19th September 2014.

344/14 Next Meeting

The next meeting will take place on Monday 15th December 2014 at 7.30pm.

There being no further business, the meeting was closed at 8.03 pm

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