

## **Report of the Allotment Sub Committee to the Parish Council**

The Committee met at 7.30 pm on **Monday 23<sup>rd</sup> June 2014**, in Committee Room 1 at the Parish Hall, Great Baddow. Cllr K Ronaldson chaired the meeting.

Present: Cllrs K Ronaldson, Mrs D Ronaldson, Mrs C Shaw, Mrs V Sadowsky, Mrs J Sosin, A Sosin, Mrs M Miller, T Miller and J Fuller

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

### **168/14 Apologies for Absence**

Apologies for absence were received from Cllrs T Hatcher and Mrs S Young, who had substituted Cllr Mrs M Miller.

### **169/14 Declarations of Interests**

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

### **170/14 Public Question Time**

There were no members of the public present.

### **171/14 Minutes**

The minutes from the last meeting held on 24<sup>th</sup> March 2014 were presented by Cllr K Ronaldson, proposed by Cllr K Ronaldson and seconded by Cllr Mrs D Ronaldson and signed as a true record.

### **172/14 To receive an update report on matters raised by the Allotment Representatives on 24<sup>th</sup> March 2014**

#### **1. Vacant Plots**

All plots on both sites are currently tenanted.

#### **2. Waiting Lists**

Vicarage Lane:       2 people waiting for half plots

Towerfield:           0

**Total:                 2**

#### **3. Update on issues raised by the Towerfield Allotment Representative on 24<sup>th</sup> March 2014**

Further to Mr Hull's report about lack of cultivation on plots 18 and 37, it is confirmed that the tenant on plot 18 has moved away from Great Baddow, but wishes to keep the plot on. The plot remains in an uncultivated state.

The tenancy of plot 37 has since been terminated by the tenant. The plot has now been sprayed with weed killer and is currently the subject of a trial with weed control membrane. This is in order to establish its suitability as an alternative to spraying in the future. Mr Hull told the meeting that an allotment tenant has offered to provide similar membrane to the Council and this was noted.

Further to the above, an inspection was carried out on Wednesday 18<sup>th</sup> June 2014 where plots 2, 5 and 18 were found to be extremely overgrown and in an uncultivated condition. The Administrative Assistant recommended that these tenants are issued with Notices to Quit and this was agreed.

#### **4. Update on the issues raised by the Vicarage Lane Allotment Representative on 24<sup>th</sup> March 2014**

There were no items to be updated.

An inspection of the Vicarage Lane site was carried out on Thursday 19<sup>th</sup> June where plots 78, 82, 120 and 135 were found to be in an unacceptable condition and uncultivated. The Administrative Assistant recommended that these tenants are issued with Notices to Quit and this was agreed.

#### **173/14 Report of the Towerfield Allotment Representative**

1. Mr Hull asked whether the plots where the tenants are to be issued with Notices to Quit will be strimmed. The Clerk advised that they would.
2. Mr Hull asked whether there was any way in which the process leading up to the Notice to Quit could be speeded up because untended allotments cause a lot of problems for other tenants. The Clerk explained that this was quite difficult but that further efforts will be made to make the process quicker.

#### **174/14 Vicarage Lane Allotment Site**

1. Mr Arben told the meeting that there had been a complaint by a tenant about rats on the site. An officer from the City Council had been out to the site but had found no evidence of rats. Nothing further has been heard. The Clerk and Grounds Manager confirmed that they were not aware of this complaint or the site visit by the City Council.
2. Mr Arben reported that over the last few days, there have been a number of thefts of strawberries from some of the plots. The Clerk said that all thefts should be reported to the police by the allotment tenant.

#### **175/14 Towerfield Allotment Fence**

A report had been circulated by the Clerk prior to the meeting. After some discussion, it was agreed that a date for a site meeting will be fixed and notified by e.mail. The Clerk will make further enquiries about the S106 works to the pathway.

Mr Hull told the meeting that the priority in 2007 had been the fence adjacent to the footway and that although other areas would be looked at as well during the site visit, this fence is still the priority.

#### **176/14 Tenancy Agreement**

1. A report on further amendments to the allotment tenancy agreement terms and conditions had been circulated by the Clerk prior to the meeting. Following some discussion, it was proposed by Cllr K Ronaldson and seconded by Cllr Mrs C Shaw that the recommendation to Council should be that the amendments be accepted and that the Terms and Conditions should be printed and given to tenants when the plots are renewed this Autumn.

2. A draft allotment tenancy agreement had also be circulated and it was proposed by Cllr K Ronaldson and seconded by Cllr Mrs J Sosin that this should be recommended to Council for acceptance.

**177/14 Matters for information**

- Cllr A Sosin reported that there is a pothole in the road outside the Lawn Cemetery. The Clerk said that this has been reported to Highways on numerous occasions and the Grounds Manager confirmed that the area has been marked up for repair.
- Mr Hull gave his apologies for the next meeting.

**178/14 Next Meeting**

The next meeting will take place on Monday 22<sup>nd</sup> September 2014 at 7.30pm.

There being no further business, the meeting was closed at 8.23 pm

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