

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

The Committee met at 7.30 pm on **Monday 24<sup>th</sup> March 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, Mrs M Miller, J Fuller and T Miller.

In Attendance:           The 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

### **703/13 Apologies for Absence**

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

### **704/13 Declarations of Interests**

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

### **705/13 Public Question Time**

There were no members of the public present.

### **706/13 Minutes**

The minutes from the last meeting held on 16<sup>th</sup> December 2013 were presented by Cllr K Ronaldson, proposed by Cllr Mrs C Shaw and seconded by Cllr Mrs J Sosin and signed as a true record.

### **707/13 To receive an update report on matters raised by the Allotment Representatives on 16<sup>th</sup> December 2013**

A report prepared by the Administrative Assistant had been circulated prior to the meeting advising that the first allotment inspection of the year had taken place on Thursday 6<sup>th</sup> March 2014. During the inspections it was found that good progress had been made on both sites, despite the wet weather at the beginning of the year

The Administrative Assistant also advised the meeting that since joining the Parish Council three years ago, she has allocated 67 allotments with a further 35 applicants having changed their minds about taking an allotment plot on.

The following items were noted:

- There are currently no vacant plots on the Vicarage Lane site.
  - 1 person remains on the Vicarage Lane waiting list.
  - There is 1 vacant plot on the Towerfield site.
  - There is currently no waiting list for the Towerfield site
- All plots on both sites will continue to be monitored on a monthly basis.

### **Update on issues raised by the Towerfield Allotment Representative on 16<sup>th</sup> December 2013**

- Further to Mr Hull's report about the poor state of the allotment number signs, the Administrative Assistant advised that the signs on both sites have now been replaced.

## **Update on issues raised on the Vicarage Lane site on 16<sup>th</sup> December 2013**

- The issues raised by Mr Arben were addressed at the time of the meeting. However, following Cllr Mrs S Young's request to place an advert in the Great Baddow Times, it was confirmed that an advert had been placed and had been successful in obtaining a number of new allotment tenants who had since been allocated plots.

### **708/13 Report of the Towerfield Allotment Representative**

1. Mr Hull expressed concern about the lack of cultivation on plots 18 and 37 and wondered whether the tenant on plot 18 had moved home.
2. Mr Hull raised the question of whether free manure was available for use on the Towerfield site, as he had been advised by a Towerfield allotment tenant, that free manure was being supplied to the Vicarage Lane site. The Clerk informed the meeting that although this had been the case some years ago, the supply of free manure, which had been organised by the tenants, has now stopped.

### **709/13 Vicarage Lane Allotment Site**

1. Mr Arben reported that the recent skip at Vicarage Lane had been well received.  
At this point Mr Hull requested that consideration be given to the future possibility of hiring a skip for the Towerfield site. The Clerk agreed to discuss the matter with the Grounds Manager.

### **710/13 Tenancy Agreement**

A copy of the reviewed allotment tenancy agreement terms and conditions had been circulated by the Clerk prior to the meeting. After some discussion it was proposed by Cllr K Ronaldson and seconded by Cllr Mrs V Sadowsky that the agreed amendments are made by the Clerk. The allotment tenancy agreement terms and conditions will then be circulated to all allotment tenants for consultation, in time for them to be returned for the June meeting.

The Clerk thanked Mr Hull for his assistance on the tenancy agreement, particularly section 10 pertaining to sheds, buildings, fences and structures.

### **711/13 Matters for information**

There were no matters for information.

### **712/13 Next Meeting**

The next meeting will take place on Monday 23<sup>rd</sup> June 2014 at 7.30pm.

There being no further business, the meeting was closed at 8.09 pm

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