



ALLOTMENTS COMMITTEE

Members: Cllr C Wring - Chairman
Cllr J Middleton - Vice-Chairman
Cllrs: A Giles-Townsend, C Hall, B Hatch, L Knott & P McNeill
Tenants' Reps: W Rowlinson (ML), D Regan (ML), R Cheek (HA),
J Clark (VR), A Baker(WA), A Stephens(CH), P Cornock (CH) & N
Foster (CEM)

Dear Member

18 February 2014

You are hereby summoned to attend the **Allotments Committee** meeting of Clevedon Town Council which will be held in the Committee Room, 44 Old Street, and Clevedon on **Monday 24 February 2014 at 7.30pm**

Signed Ms P J Heath, MILCM
Town Clerk

PUBLIC PARTICIPATION - Not exceeding 20 minutes, with no more than 5 minutes per individual, dependent on the number wishing to speak, for members of the public to make comment or ask questions.

AGENDA

1. To receive apologies for absence
2. To receive Declarations of Interest for items on the agenda
3. To receive minutes of the Allotments Committee meeting held on 25 November 2013
4. To receive the Financial report of the Allotments Committee Accounts
5. To receive Site Maintenance Reports from Tenant Representatives for information and to receive updates on actions from 25 November 2013 meeting
 - 5.1 Moor Lane
 - 5.2 Highdale Avenue
 - 5.3 Victoria Road
 - 5.4 Westbourne Avenue
 - 5.5 Church Hill
 - 5.6 Cemetery
6. To discuss and agree prices obtained for the weed spraying on the Moor Lane driveway.
7. To discuss and agree the amount of stone to dust to purchase for the Moor Lane driveway.
8. To discuss and agree the price obtained for the installation of dip tanks at Moor Lane and Cemetery Sites.
9. To discuss and agree judging dates for the Best Garden Awards 2014.
10. To discuss the policy for those on benefits who receive a discount on their annual allotment rent and whether the Committee should consider including Pensioners?
11. To decide whether to have a stall at this year's Clevedon Flower Show.
12. To discuss the format of the judging that is carried out for the Best Garden Awards
13. To receive and discuss the results from the Allotment waiting list survey 2013/14.
14. To receive tenants requests
 - ML1 – shed request – 6 x 4 on a 5.00 perch plot.
 - CEM151 – poly tunnel request – 8 metres long x 5 metres wide on a 4.20 perch plot.
15. To receive any items reporting to Allotment watch
16. To note the following information
 - 16.1 Termination of Tenancy – ML23B, ML45A
 - 16.2 Allocation of Tenancy – ML6, ML10 & ML11A
 - 16.3 Waiting List - 124 @ 1 February 2014
 - 16.4 Still to allocate – ML23B & ML45A.
17. Chairman Items for information only
18. To determine Part I and Part II items.

25.29 square metres = 1 perch

Quotes for Projects

Weed spraying – Moor Lane Allotment site

Company A – to spray the car park, driveway and boundary fence along Moor Lane only. Killing off any weeds on the hard standing areas, curbs on driveway and car park coming up along the base of the fence. Using Roundup ProBiactive 450. Company has PA1 & PA6 certification. Depending on weather conditions and whether we need 2 or 3 sprays in the year, it will cost £80.00 + VAT per visit. Total cost for the year with 3 sprays - £160.00 + VAT.

Company B – to supply labour and plan to spray area indicated on drawing supplied by Tenant Representative. Using Roundup ProBiactive 450 with an operative holding a certified spraying license. Depending on weather conditions and they recommend 3 visits for the year – March, June and August, it will cost £135.00 + VAT per visit. Total cost for the year with 3 sprays - £405.00 + VAT.

Company C – Due to governance issues and a conflict of interest, the third company contacted by the Tenant Rep has declined to quote for this project.

Installation of Dip Tanks on Moor Lane & Cemetery Allotment sites

The quote has been priced for the following –

To collect three, 4 foot dip tanks including service boxes, ball valve etc., from Ticknells, Congresbury by Contractor.

To install one dip tank on the Moor Lane allotment site. For the water supply to be moved from ML46 and relocated under the path and to be sited on ML47B with the new dip tank and side connector tap. The base of the dip tank to be sited on a concrete block with mixed chipping and hard core necessary to level blocks. To then connect dip tank and additional supply tap to the water service.

To install two dip tanks on the Cemetery allotment site. One immediately inside the gate and not siting it too close to the boundary wall in case of any future repairs to the boundary wall.

The second tank to be sited on the corner of plot no. CEM152.

Again both tanks to be installed onto a concrete base and connected to the water service with no additional taps connected to the units.

The three tanks to be fitted with a wooden framed metal gridded lid to be made by the Contractor.

All old taps, posts etc., to be removed from site by the Contractor.

The cost is £480.00.