

CLEVEDON TOWN COUNCIL
MINUTES OF THE ALLOTMENTS COMMITTEE MEETING
HELD IN THE COUNCIL OFFICES, 44 OLD STREET, CLEVEDON,
ON MONDAY, 27 SEPTEMBER 2010 AT 7.30 pm.

Present: Cllr C Wring (Committee Chairman)
Cllrs J Middleton, P McNeill, L Knott & N Pennycott.

In Attendance: Cllrs B Garner & D Shopland

Town Clerk – Ms P Heath Committee Clerk – Mrs S Howard

Tenants Reps: D Beynon (WA), R Thackery (VR), W Rowlinson (ML), K Santo (ML),
P Cornock (CH), R Cheek (HA) & C Owens (CEM).

AL 10/01 APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllr C Hall,
Cllr C Arnold and A Stephens (CH).

Cllr Wring welcomed R Cheek to the meeting also, Cllrs Garner & Shopland.

AL 10/02 DECLARATIONS OF INTEREST

The Chairman declared the Clevedon Flower Show.

Cllr Garner commented that the metric measurements need to be shown as a foot note on the Minutes and Agenda of the Allotment Committee.

AL 10/03 MINUTES

The minutes of the Allotments Committee meeting held on 26 July 2010 were APPROVED as a TRUE RECORD and SIGNED by the Chairman.

AL 10/04 UPDATES AND ACTIONS

There were no updates and actions.

<u>PART 2</u>

AL 10/05 FINANCIAL REPORT OF ALLOTMENTS COMMITTEE ACCOUNTS

Members NOTED the financial report. The Town Clerk confirmed that the annual allotment rent invoices are shown on the report and we are receiving a steady flow of payments. The water bills for the summer months are being received from Bristol Water and we are seeing very high bills for Cemetery and Church Hill sites so far. Tenant Reps must ensure that the water is switched off at the end of October 2010 and not switched back on until 1 April. The meters must be read on both occasions and readings reported to the office. The office is also in discussion with Wessex Water concerning obtaining locking caps.

AL 10/06 BOUNDARY CONTRACT MAINTENANCE REPORTS

Latest site visit was 3 September 2010. P Cornock (CH) reported that the grass was quite long before being cut and the grass was left lying on the ground afterwards.

AL 10/07 SITE MAINTENANCE REPORTS

Church Hill – Hard standing at the south end needs hard core. Also the gate needs replacing with the gate from Moor Lane. Badgers had found a way in under the fence and the Tenant Reps have filled this in which has stopped them for now.

The side path between the allotments and the resident's houses has been half cleared. It was raised as to whether this path was a public right of way? The office will check and if it is, will then ask the Rights of Way Officer to arrange for the rest of the path to be cleared.

Highdale Avenue – The boundary wall is still being discussed with the Fire Brigade. The Chairman feels we should write to the Fire Brigade to see what can be done to the wall. We are also going to write to our Zurich our Insurers to obtain advice.

Victoria Road – Plot 73 has not received much work and therefore a WPC1 should be issued.

Moor Lane – Plot 6 has not received much work and therefore a WPC1 should be issued.

Cemetery Sites – The main gate needs to be replaced. We are still awaiting a price for this. Plot 140 has made improvements to their garden.

Westbourne Avenue – Paint is still needed for the allotment entrance gate.

The Town Clerk showed the Committee a WPC1 form that was issued to all Tenant Reps in the past. The Town Clerk reminded Tenant Reps that they must report any garden that they see has been neglected so that the office can issue the relevant correspondence.

AL 10/8 DRAFT TENANCY AGREEMENT

The document was discussed and there were some further amendments made. The final agreement will be ready for the next Committee Meeting in November.

AL 10/9 CLEVEDON FLOWER SHOW AND FUTURE SHOWS

Cllr Wring thanked all those that helped and supported the Flower Show this year. It was an enjoyable weekend. Future show ideas – The History of Allotments. Thinking of future generations, getting them interested. What do people expect of allotments, ask for their suggestions. A suggested taste test, comparing allotment fruit and vegetables to supermarket produce.

It was reported that a school party had visited the allotments at Moor Lane. Procedures and Policy concerning such visits will be on the next Allotment Committee Agenda.

AL 10/10 ALLOTMENT WATCH

The Allotment Clerk advised that CH 112 has a greenhouse on site that has broken panes of glass following the vandalism earlier in the year. The office will write to the tenant to ask the glass be removed.

AL 10/11 TENANTS REQUESTS

CH100 – Request to be split. This was agreed by the Committee.

CH128 – Request for a Chicken Coop. This was agreed by the Committee.

HA65 – Request for a polytunnel, stating this would be a semi-permanent feature and would be used to extend the growing season only and then dismantled. The Council and Tenant Rep would check on the suitability and report back to the Committee.

AL 10/12 ALLOTMENT INFORMATION

The following gardens have terminated their tenancy, ML55 and CH117. Both gardens have been offered and accepted by new tenants.

ML48 was being monitored by the Council and Tenant Reps as it has only been part cleared.

CEM140 have improved their garden, but will be monitored.

AL 10/13 CHAIRMANS ITEMS

D Beynon confirmed that he has been given two bags of Unwin seeds. These will be available at the Annual Tenant’s Meeting for tenants to help themselves.

The Allotment Clerk asked if the scarecrows could be tucked up warm for the Winter, where possible and brought out again in the Spring.

AL 10/14 DETERMINE PART I AND PART II ITEMS

There were no Part I items.

APPROVED AS A TRUE RECORD CHAIRMAN.....

Meeting finished at 9.05pm. DATE: