



Jayne Topham
Town Clerk

ALLOTMENTS COMMITTEE MEETING

MONDAY 6 February 2017

MINUTES

Present: Committee Membership:

Councillor Mrs L Bolton - Chairman
Councillor J P Bromley
Councillor T Morris
Councillor Richard Edgington
The Mayor (Ex Officio)

Co-opted Members:

Mr P Atkinson (Cape Housing), Mr J Hinks, Mrs S Murray & Mr S Poynter (Percy Estate),
Mr A Will (Canalside) Mr J Owen RHS, Liz Healey.

284. Apologies: Cllr M Ashford. Mr C Wiggins

285. Declarations of Personal and Prejudicial Interests.

None

286. Minutes of the meeting held on 5 September 2016 – it was resolved to approve the minutes as a true record.

287. Update from Allotment Administration Team

Alan Will advised that the trees on Canalside have not been dealt with.
Staffing update - TC introduced LH and explained her ongoing involvement as the ATC was absent. VB has been acting as allotment administrator in the absence of SLS.

288. Rules and Regulations

Members were provided with a draft copy of the revised Rules & Regulations document. Agreement to be made regarding the introduction of the new rules. It was agreed that a

meeting should be organised to ensure that the new rules and regulations are correct with a view to adopting them at the May meeting and bringing them in to force from Jan 2018.

289. Ongoing situation regarding transfer of Allotment Land.

Update to members about the present situation. TC advised that the process was still ongoing.

290. Tenancies & Lettings - Update in meeting

Canalside All revenue has been collected – no outstanding matters.
Cape Housing 19a notice to quit sent in January, it will be offered in February. (needs cultivating.)
21a is available, rep to clear, offer in February
23a notice to quit acknowledged available. (needs cultivating)
Percy Estate Plot 15 & 72a available
Plot 18 under offer
Plot 48b1 New starter plot available
Plot 82b & 83b rent overdue
Plot 85a available (needs cultivating)
Railwayside Plot 1 to pay
Plot 6b available
Cliff is replacing the notice board

LH suggested that she meet with reps to identify where plots are and update maps.

291. Maintenance

Allotment Representatives are requested to notify the office of any issues in advance of the meeting. Fence reported at the Percy estate in November 2016, TC to investigate and Cllr R Edgington to approach WDC. Inspection of trees – Cllr JP Bromley liaising with local college to take care of this assessment.

292. Allotment income

Revenue Feb 6th 2017
Percy £2817.50
Railway £1,137.00
Cape Housing £655.60
Canalside £609.00
Further monies are being collected.

293. Allotment Representative Co-Opted members.

Members are requested to confirm and accept nominations. Some nominations were received this will be carried over to the Reps meeting 3rd April 2017. It was requested that deputies were also made.

**294. Dates of meetings for 2017/18 - 3rd April, 5th June, 3rd July (Reps), 4th Sept 2017
12th Feb, 9th April (Reps), 30th April 2018**

Signed..... Date.....