

## **ALLOTMENTS COMMITTEE**

A Meeting of the Allotments Committee was held in the Town Hall, Stokesley on Monday 15 October 2018 commencing at 7 pm

### **Allotment Committee Membership**

Cllrs Carol Lewis, David Oxley, Caroline Seymour, Graham Sowerby and Andy Wake.  
Allotments Representative – Jen Wheildon.

**Present:** Cllrs Carol Lewis (Chairman), David Oxley, Caroline Seymour and Graham Sowerby.

Allotments Representative – Jen Wheildon.

Cllr Chris Johnson.

### **1/15/10/18 NOTICE OF MEETING**

The notice convening the meeting was taken as read.

### **2/15/10/18 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Andy Wake.

### **3/15/10/18 ALLOTMENT COMMITTEE MEMBERSHIP**

Cllr David Oxley was welcomed to the Allotments Committee as the new Town Council member and Jen Wheildon was welcomed as the new Allotments Representative member (replacing Mr Addison). **Noted.**

### **4/15/10/18 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

None declared.

### **5/15/10/18 MINUTES FROM THE MEETING HELD ON 19 FEBRUARY 2018**

The minutes from the meeting held on the 19 February 2018 were agreed. **Agreed.**

### **6/15/10/18 TO RECEIVE THE FEEDBACK FROM THE TENANTS RENT NIGHT HELD ON 25 JANUARY 2018**

Tenants raised the following issues:-

Moles – **RESOLVED** that the Clerk to ask the Mole Pest Control Contractor to attend the Tenants meeting in January to offer advice and also ascertain if he is happy for individuals to contact him direct to deal with individual problems.

Garden Boundary Fences – **RESOLVED** to confirm which boundary fence belongs to each plot and offer guidance on how to contact neighbouring garden holders to arrange for any repairs required. This would be included in a revised terms and conditions to be issued to all allotment tenants in January and would be incorporated into a revised tenancy agreement for new tenants.

### **7/15/10/18 TO REVIEW EVENTS AND PROGRESS FROM 2017/18**

**Bee Garden Project** – the hive is installed and the contact details for further information is displayed on the gate. **RESOLVED** to laminate the contact sheet.

**Broadacres Hedge** – despite assurances that the hedge had been cut by Broadacres it has not. **RESOLVED** that the Clerk would contact Broadacres to ask them to cut the hedge.

**Traffic Mirror** – this is now installed. **CLOSED.**

**Notice Board** – this is now installed, and the key box attached to the adjacent fence post. **CLOSED.**

**Road Repairs** – the road stone has been laid to the exposed areas. **CLOSED.**

**Composting Toilet** – a ballot seeking tenant's opinion was circulated and the vote came back as to 3 to one not in favour of installing a composting toilet. **CLOSED.**

### **8/15/10/18 FORWARD PLAN FOR 2018/19**

**Allotment Deposits** – **RESOLVED** to introduce a £50 cash deposit from all new allotment tenants which will be reimbursed if their allotment is handed back in a suitable condition. If the allotment has not been maintained the deposit will be used to get it back into a workable condition.

**Pest Control** – **RESOLVED** to arrange a visit with the new Pest Control Officer and to also ensure that up to date poison guidance is displayed. To advise tenants to supply photographs of any suspected rat activity to the Clerk so she can pass this on.

**Boundary Allocation, BBQs on site and Hosepipes** – **RESOLVED** to attach an additional terms and conditions document to the current Tenancy Agreement which will offer advise on boundary fence allocation, hosting BBQs on site and hosepipe usage. This will be signed at the allotment rent night and will be included in a revised tenancy agreement for new tenants.

**Contact Information** – **RESOLVED** to display relevant contact information in the Notice Board and include as a regular item in the newsletters.

**Entry gate** – **RESOLVED** to issue a reminder in the newsletter to ensure the gate is closed once you have entered and vacated the site.

**Notice to Improve** – **RESOLVED** to tighten up on this as a number of gardens are getting out of hand. To stipulate that a response to a notice to improve must be made either verbally or by e-mail within 14 days of receipt of the letter.

### **9/15/10/18 BUDGET REQUIREMENTS FOR FINANCIAL YEAR 2019/20**

**RESOLVED** to include the following items of expenditure in the Allotments Maintenance for 2019/20:

Membership of BASC and Allotments & Leisure Gardeners Association - £130;  
Prize garden awards - £55;

New Site Notices - £100;  
Anti-Climb paint - £70;  
Garden clearance and rubbish removal - £200;  
Track Maintenance - £400  
Contingency for urgent repairs - £220.

**Total = £1500**

**RESOLVED** to include the following additional expenditure for the Allotments for 2019/20:

Allotment Rents to Lady Hullocks Trust = £900

Water =£200

**NB** the predicted income from the Allotment Rents in January 2019 is £2275.

The meeting closed at 8.30 pm.

Signed .....

Date .....