



BRIERCLIFFE WITH EXTWISTLE PARISH COUNCIL **ALLOTMENT COMMITTEE MEETING**

Wednesday, 16th November 2011

Present Councillor Lishman (in the Chair), Bailey, Dack, Prince and Royle, J. Greenwood (Allotment Manager), S. Watson (Clerk).

Others: Cllr Meeks, Alan Firminger (Allotment Society Representative), M. Greenwood (Lengthsman) and 4 Allotment Tenants.

Cllr Lishman opened the meeting and welcomed everyone.

1. Apologies

All Councillors were present.

2. Minutes of the Last Meeting

The minutes of the last meeting held on the 13th October 2011 were approved as a correct record.

3. Actions taken from the minutes

There were no further actions not already covered by the agenda.

4. Allotment's Society Report

The Allotment Society reported receiving numerous complaints with regards to the reparation work on the Harrison Street pathway. The Society does not believe the work had been done to a required standard as rain water swills down the pathway lifting the new surface. There were also numerous complaints with regards to the drain work through the allotment plots and that some had been left uneven. A grazing plot was now considered by the tenant to be unusable for horses, another plot was left untidy and bogey and a fence had not been replaced on another plot. Complaints about the pathway had also been received from garage tenants.

The Society asked to see the costs for the work and it was agreed to provide this for the next meeting.

It was noted that Councillor Lishman had visited the site on a daily basis to monitor any issues and that the work on the path will continue until all problems are resolved. The Council's priority was to drain the water away that was causing the problem to prevent further damage before winter.

It was also noted that the Council had sourced 3 quotes to resurface the pathway all of which were far beyond the Council's resources and that the resolution provided was only affordable due to the kind contributions of time, labour and equipment provided by Cllr Dack, without which only a small fraction of the pathway would have been repaired this financial year. It was agreed that, whilst the repairs had not achieved the level everyone had hoped for due to budget constraints, there had been considerable improvements to the pathway from how it was previously and that Councillor Dack and John and Michael Greenwood should be thanked for the work they had provided.

It was suggested that a further layer of tarmac plainings are used to top dress the pathway.

A metal post that had been removed to allow access would be replaced as a priority Lengthsman job.

RESOLVED: That all costings for the repair work will be provided to the next meeting of the Allotment Committee.

That Cllr Dack and Tom from the Allotment Society would have a site visit at a mutually convenient time to discuss the issues raised.

That a further layer of tarmac plainings will be provided.

That the Allotment Society report back to the Allotment tenants on the agreement reached and apologise on behalf of the Parish Council for any inconveniences caused.

The Allotment Society reported that they had the opportunity to apply for a financial grant and suggested that they work up a proposal to improve the skips area by the provision of up to 2 concrete garage bases above the area. These could then be used as a parking and events area on the Allotments for Allotment Society events.

Recommended: That the Parish Council grant permission for the Allotment Society to apply for a grant to provide 2 hard-standing garage bases above the skip area.

The Parish Council to consider if Planning Permission is needed for the provision of bases.

It was reported that the Car Boot Sale and Halloween Party had both gone well with over 150 people attending the Party. Future events include a Christmas Party and a further Car

Boot Sale. It was noted that the Parish has a Father Christmas who could be approached for the Christmas Party and the Clerk will update the details to the Parish Council website.

The Allotment Society is looking into providing tools for use by Allotment Tenants with any income received.

The Allotment Society presented a letter of response following the site inspection and it was suggested that the number of garage tenancies per residents is an agenda item at a future meeting.

13. Allotment Deposit Scheme proposal

The meeting then moved to item 13 and the Allotment Society were asked to comment on the deposit scheme proposals. It was considered a good idea and should be introduced as a deposit used to be paid in the past.

RECOMMENDED: That a Deposit of £50 is introduced for all new tenants with immediate effect and exceptional circumstances will be considered when collecting the deposit.

14. Allotment Handover Procedure proposal

The meeting then moved to item 14 and the Allotment Society were asked to comment on the handover procedure proposals. The Society had not received copies of the proposal, a copy was made available at the meeting. The proposal was briefly outlined and it was suggested that new tenants are also notified of the requirements from site inspections.

It was noted that a vacant pen needs to be cleared prior to being let.

RECOMMENDED: That the Proposals are forwarded to the Allotment Society for discussion at the next meeting of the Allotment Committee.

That 2 Lengthsman days are agreed as a priority to clear the vacant pen to allow it to be re-let.

5. Paths around the Allotments

The paths are on-going with Harrison Street being the priority.

6. Douglas Road Garden Extension

The brambles behind no. 3 have been removed.

RESOLVED: The Clerk to issue a tenancy agreement for No. 3 Douglas Road.

7. Garages

7.1 Turning Circle

All eight garages have been let and figures are being sourced for phase 2.

7.2 Garage Plots

A letter has been received from Mr Waddington relinquishing one garage tenancy but requesting the Parish to reconsider the termination of the other garage tenancy. Mr Cunnie is repairing his garage as requested. Mr McDonald had complained about the letter and has been advised to contact the Clerk if he has any problems.

RECOMMENDED: That Mr Waddington's notice to quit is rescinded subject to the garage being repaired/replaced to the satisfaction of the Parish Council within a reasonable time period.

8. Allotment Site Inspections

The Committee received a letter from Mr Harris and was pleased to note that reparation work will commence in November.

9. Finance

The Allotment Finances were noted, there is still £1,136.15 in the budget but there is one more water bill due. It was also noted that Mr Murphy has not paid his garage rent and his address is needed to send notice.

10. Waiting List

The Allotment Manager informed the meeting that there are 7 tenancies due to become vacant in the next few weeks. The Clerk will provide the new deposit and new tenant protocol to the Allotment Manager as a draft until approved, the forms will be used subject to final approval.

11. Maintenance - Allotment Jobs

It was agreed previously that 2 days will be allocated to clear the vacant plot. A skip is also due soon and there is a garden area with rubbish under plywood sheets. The plot could be divided and provide 2 additional plots, this will be considered at the next site visit. A tenant who has requested a specific plot is now at the top of the waiting list, the plot will therefore be let to her. The Manager's plot is being divided and this will provide an additional 2 Allotments, the Committee will need a quote for the provision of water and access gateways. The Manager informed the meeting that it would be likely to take 3 or 4 years before the plots realise a profit.

RESOLVED: That a quote for dividing the plot with the provision of water and gateways is brought back to the next meeting. The results of the discussions on Harrison Street will inform the remainder of the Lengthsman jobs.

12. Storage Facility

The issue is on-going, it was suggested that, as the Parish had a local business that provided personal storage the Parish shouldn't be competing by providing storage for residents. It was agreed that the storage is for the Lengthsman equipment and not for resident storage.

Date of Next Meeting

It was agreed that the next meeting would be on Wednesday 14th December, 8pm, if the Community Centre is available and that the Clerk will source a regular meeting from the New Year as Thursday's are now not available.