

HANSLOPE PARISH COUNCIL

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Minutes of the Allotment Committee held on Thursday 19th January 2023, 2pm the Pavilion, Hanslope Recreation Ground, MK19 7LG.

Minutes

Present: C Walmsley (Chair) R Simpkins
S Proctor P Cook
I Laurie (remotely)
G Merry (recording - remotely) Members of Public: 0

23.001 Election of Chairman for 2023

MOTION: To elect Mr Walmsley as the committee chairman for 2023, PROPOSED by Cllr Simpkins
SECONDED by Mrs Cook and AGREED.

23.002 Apologies

No apologies

23.003 Declarations of interest

Mr Walmsley, Mr Laurie and Mrs Cook declared an interest as allotment tenants themselves.

23.004 Minutes of the last meeting

MOTION: To agree the minutes for the meeting held October 27th 2022, PROPOSED by Mr Walmsley
SECONDED by Cllr Simpkins and AGREED

23.005 Plot uptake and invoicing

- i. **Vacancies:** Cllr Simpkins advised that there were 7 vacant plots but there had been 5 enquiries, so he would follow these up and report back.
- ii. **Payments check:** The clerk advised any unpaid rents to-date and these were discussed. It was agreed that everyone on the list was still using their plot.

23.006 Admin

- i. **Tool hire update: Booking system and updating tool hire documents:** Mr Laurie is now running this and has had a few enquiries, which he has dealt with. He has updated the documents.
- ii. **Progress on CAD:** Mr Laurie had circulated the CAD and is liaising with Cllr Simpkins to finalise this. It was agreed he would aim to detail plot sizes but details of structures such as sheds was not necessary.
- iii. **Condition plots are left in and reviewing allotment vacating policy:** A recent case of a tenant taking over a second plot where it was in poor condition, had highlighted the need to tighten up the wording of the rules. The definition of 'leaving in good order' was discussed and it was agreed the wording should be unambiguous in case of a dispute. It was agreed all would consider how the wording could be made more robust and this would be agreed at the next meeting.

23.007 Maintenance

- i. **Ongoing maintenance & smaller jobs:** Mr Walmsley is moving the wood chippings so that people may help themselves. Mrs Cook had bagged up the glass debris from the recent

clearance and Mr Walmsley agreed to take this to the tip. Larger items of debris were discussed and it was agreed to order a skip, for sometime after the gate opening on 1/4/23. The tenant would be asked to place bagged items at the end of their plot. The committee would fill the skip first and if there were space, tenants would be invited to use it. It was agreed the clerk would order the skip and this would go next to the container.

- ii. **Larger maintenance jobs and looking ahead:** The contractor will complete the pole installations for each plot @ £300/day for approx. 2-3 days and this was agreed. The 'back' fence was discussed and it was agreed the contractor would be asked for a price but the materials had already been purchased.

MOTION: To agree jobs for contractor as above PROPOSED by Cllr Simpkins SECONDED by Mr Walmsley and AGREED

23.008 Plot Inspections/issues with plots

- i. **General issues or follow up actions from previous:** No actions needed.
- ii. **Plot 53:** The tenant of Plot 53 had disputed the ruling re. not installing a replacement shed, for one that is in disrepair. The wording of Rule 16 was discussed and it was agreed this could be ambiguous, although the committee were on record as agreeing to reduce the amount of structures kept on plots and the intention was still to move towards one shed and one greenhouse per plot only. It was agreed that in this instance only, the tenant may replace the shed with a new one, on the same footprint only but no more. The old shed and all materials must be removed from the site before the new one is installed. It was agreed the clerk would convey this to him and Cllr Simpkins would supply some wording. All would consider the wording of rule 16 for next time.

- iii. **New issues:** No issues

MOTION: To agree any letters or potential evictions needed, MOTION NOT REQUIRED

23.009 Tenant's Meeting Agenda

Mr Walmsley circulated last year's agenda and it was agreed the clerk would circulate the proposed agenda for comment, before it was sent out. The new date for the Open Morning would be (1/4/23).

23.010 Date of next meeting:

Thursday April 13th 2023 – 2pm (tbc)

..... Signed (Chairman)

..... Date