

HANSLOPE PARISH COUNCIL

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Minutes of The Allotment's Committee held on Thursday 29th April 2021 at 4.00pm via Zoom.

Minutes

Present: C Walmsley (Chair) R Simpkins
J Cass B Cass
P Cook
G Merry (recording) Members of Public: 0

21.020 Apologies

No apologies

21.021 Declarations of interest

Except for Cllr Simpkins, all members are allotment holders and therefore declared that as their interest.

21.022 Minutes of the last meeting – held 4/02/2021

The minutes had previously been circulated and were agreed

MOTION: To agree the minutes for the meeting held 14/2/21 PROPOSED by Cllr Cass SECONDED by Mrs Cook and AGREED

21.023 Inspections, feedback and actions

Plot inspections had taken place on 27/4/21 and the committee were generally pleased with the state of plots. Mr Cass had circulated a spreadsheet of findings and these were discussed. One plot appeared not to have been cultivated and on another, a pond must be covered or fenced for reasons of liability. The committee will discuss further and let the clerk have wording for letters to be sent. Mr Cass is helping with clearance of plots 74, 75a and 76a, as well as 50a. Once vacated, these may need follow-up work from the working party before being re-let. Cllr Simpson confirmed there were 6 names on the waiting list.

21.024 Improvement Project

- i. Planning Application: Planning approval had been granted for the gates, toilet and container and these would be going ahead.
- ii. Update/Timeframe/Order: Mr Cass is obtaining quotes and there is a 4–6-week lead-in time for containers. The issue will be getting it onto site, and this was discussed. The clerk advised, there was no requirement to choose the cheapest, if a company could be found who could deliver straight onto the site. The gates could be obtained by early May, but the toilet would also be 6-8 weeks. Mr Cass is obtaining quotes for a local contractor who can install the toilet, but a site survey will be required. The potential for dividing the space in the container was discussed.
- iii. Highways Consultation: There had been no response from the consultant who had objected to the verge hard-standing. However, with on-site parking now planned, this was less of an issue. It was agreed to implement the current items as phase 1 and then apply separately for the driveway paving and this would be looked at later in the year.

21.025 Allotment's round-up and any work needed.

- i. Boundary definition and plot measurement: The measuring has been started and is progressing. Tenants of plots 13 and 15 have between them agreed to realign, enlarging one and reducing the other. Mr Cass will implement this, and rents will be adjusted accordingly for next year.
- ii. Side Hedge: Mr Cass reported that although this has been trimmed, branches are pushing the netting in towards the allotments, and he will address this with secateurs.
- iii. Back Fence: There had been no response from the farmer and the options were discussed. It was agreed it may be best to install a new section of fence and ask the PC to fund this. It may need planning consent and will for now remain on the agenda
- iv. Other work: It was discussed and agreed that all clearance work needs to take place before the new items are installed and it was suggested setting aside a week for the working group to attend and a skip to be ordered. Following this, the tenants will become responsible for their own clearance. The working group will discuss and arrange a suitable week. Use of cars on-site have affected the ridings which are badly rutted. It was agreed to investigate installing wood chips in the worst areas and to continue to monitor conditions. Once the gates are installed these can be locked to stop cars on-site.

21.026 Issues

- i. Dogs: Mr Walmsley stated that the rule is dogs must be kept on leads. However, this is regularly being broken. This was discussed along with the fact that a PRoW passes through the sites and is also popular with dog walkers. It was agreed signs should go on all gates stating, “ All Dogs on Leads” and Cllr and Mr Cass will produce these. It was also agreed a professional sign for the allotments was needed, echoing those installed on the Rec. Ground and Mr Cass agreed to draft this to pass on to the clerk.
- ii. Sheds and Greenhouses: It was reported there are many more sheds and greenhouses now, sometimes taking up to 30% of a plot. This was discussed and it was agreed that no action could be taken over existing structures. However, the rule would be tightened up for next year, to stipulate **either** a shed, **or** a greenhouse and would be circulated in time for plot renewals. The clerk advised that the committee could implement this change to the rule, and all agreed to consider suitable wording.
- iii. Rubbish Clearance: This will be included in the clearance week and Mr Cass will obtain a quote for shredding the cut-off branches.

21.027 Risk Assessment

Cllr Cass had devised and circulated a full risk assessment for the site, with all members having input. It was agreed this would be sent to all plot holders, along with a letter highlighting where there are issues that must be addressed. Cllr Cass agreed to send the R.A. and template letters to the clerk who will organise to send them out. The R.A. was agreed, and Cllr Cass agreed to circulate it to the parish council.

21.028 Date of next meetings

26/08/2021

18/11/2021

Signed: **Date:**.....