

MINUTES of the Meeting of the ALLOTMENTS COMMITTEE
 held at
The Guildhall, Church Street, Harwich
 on
Tuesday 1st December 2015 at 7.00pm

Present:	Councillors B Brown, Fay, J Brown, Fowler (substituting for Cllr Calver), Carr, Smith and J Henderson
In the Chair:	Councillor Todd
Clerk:	Michelle Townsend
Also present:	Site Representatives Mr Edmunds, Mr O'Hara, Mr Crowther, and Mrs Steward No members of the public and no members of the press

PUBLIC QUESTION TIME:

None

A43/15	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from: Councillors McLeod, Morrison and Calver Site Representatives Miss Clark, Mr McCoy and Mr Button
A44/15	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> None
A45/15	<u>MINUTES OF THE LAST MEETING</u> RESOLVED: that the minutes of the Allotments meeting held on Tuesday 6 th October 2015 (previously circulated) be approved by the Committee and signed by the Chairman as a true record. FURTHER RESOLVED: that the confidential minutes of the Allotments meeting held on Tuesday 6 th October 2015 (previously circulated) be approved by the Committee and signed by the Chairman as a true record.
A46/15	<u>MATTERS ARISING FROM THE MINUTES</u> ~ Promotion of allotment plots - Posters displayed and article placed in the local newspaper - 3 new inquiries received. ~ Vacant plots . 2 x 25 metres of heavy duty black plastic ordered and delivered and will be utilised on 3 vacant plots. ~ Reduction of Trees – Boatswains Call . work complete.
A47/15	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u> ~ Closure of footpath no. 5 – Access to King Georges Allotment Site . The contractors, D A Cant Ltd, have confirmed that the plans for the redesign of the construction of the footpath have been submitted to Essex County Highways for approval. Suitable land for the storage of equipment has been established. ~ Footpath Adjacent to BC . The Community Payback Team have now cleared the pathway.

A48/15	<p><u>VACANT PLOTS/ WAITING LIST/NOTICES TO QUIT</u></p> <p>The Clerk advised members of the following: ~11 people on the waiting list (most are waiting for specific sites or plots) ~No NTQs issued since the last meeting ~3 vacant plots</p>						
A49/15	<p><u>SITE REPRESENTATIVE REPORTS</u></p> <p>The Chairman expressed his thanks to all the Site Representatives for their assistance throughout the year and presented them with a small gift following a collection amongst Council staff and Councillors.</p> <p><i>Mr Crowther</i> . work needed on a couple of plots. <i>Mr Edmunds</i> . Waiting for feedback from the police regarding the recent vandalism in October where 3 sheds were set on fire, and equipment vandalised and vegetation pulled up. <i>Mrs Steward</i> . Nothing to report. <i>Mr O'Hara</i> . Nothing to report.</p>						
A50/15	<p><u>BUDGET FOR MUNICIPAL YEAR 2016/17</u></p> <p>The Chairman and clerk provided members with an update on budgets spent year to date and expenditure due to be incurred for 2015/16. Members discussed possible future projects and proposed budgets for 2016/17.</p> <p>RESOLVED TO RECOMMEND: Budget for the Municipal Year 2016/17</p> <table data-bbox="477 772 1430 898"> <tr> <td> GROUNDS MAINTENANCE</td> <td>3000</td> </tr> <tr> <td> WATER RATES</td> <td>1800</td> </tr> <tr> <td> RESERVE FUND</td> <td>No funds to be added to the reserve fund this year</td> </tr> </table>	GROUNDS MAINTENANCE	3000	WATER RATES	1800	RESERVE FUND	No funds to be added to the reserve fund this year
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A51/15	<p><u>ALLOTMENT ASSOCIATION HUT</u></p> <p>The Clerk confirmed that the tenant is currently 5 months in arrears. Legal advice is being sought to clarify the options available to Harwich Town Council.</p>						
A52/15	<p><u>MATTERS RECEIVED IN THE POST OR RAISED BY MEMBERS</u></p> <p>None.</p>						
A53/15	<p><u>TIME AND DATE OF NEXT MEETING</u></p> <p>The next meeting of the Allotments Committee will be held at The Guildhall, Church Street, Harwich on Wednesday 3rd February 2016 at 7pm.</p>						
A54/15	<p><u>EXCLUSION OF PUBLIC AND PRESS</u></p> <p>Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting was closed to the press and public for the transaction of the under-mentioned business:</p> <p>~Willow Way Hedging ~Redoubt Hedging</p> <p>RESOLVED: To permit the Site Representatives to remain in the meeting during confidential business.</p>						

The Chairman closed the public part of the meeting at 7.19pm

CHAIRMAN

DATE