

MINUTES of the Meeting of the ALLOTMENTS COMMITTEE
 held at
The Guildhall, Church Street, Harwich
 on
Tuesday 6th October 2015 at 7.00pm

Present:	Councillors Calver, B Brown, Fay, McLeod and J Henderson
In the Chair:	Councillor Todd
Clerk:	Michelle Townsend
Also present:	Site Representatives Mr Edmunds, Mr Button, Mr McCoy and Mrs Steward No members of the public and no members of the press
Absent:	Councillor D Carr

PUBLIC QUESTION TIME:

None

The Chairman confirmed that due to a standard item being omitted from the agenda, there would be an additional emergency item discussed, 6A -Site Representative Reports.

A29/15	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from: Councillors J Brown, Smith and Morrison Site Representatives Miss Clark, Mr O'Hara and Mr Crowther
A30/15	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> None
A31/15	<u>MINUTES OF THE LAST MEETING</u> RESOLVED: that the minutes of the Allotments meeting held on Thursday 30 th July 2015 (previously circulated) be approved by the Committee and signed by the Chairman as a true record.
A32/15	<u>MATTERS ARISING FROM THE MINUTES</u> "Fence Repair – Dunns Meadow . Mesh fencing has been purchased and repair carried out. Tools purchased for Estate Supervisor to utilise - HTC fence repair equipment - £48.58.
A33/15	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u> "Closure of footpath no. 5 – Access to King Georges Allotment Site . work planned has been postponed for at least one month due to issues with storage of the contractor's equipment. "Footpath Adjacent to BC . The Community Payback Team have one further visit to finish clearing the pathway. The new plot holder is waiting for the overgrowth to dry before burning it.

A34/15	<p><u>VACANT PLOTS/ WAITING LIST/NOTICES TO QUIT</u></p> <p>The Clerk advised members of the following: ~13 people on the waiting list (most are waiting for specific sites or plots) ~No NTQs issued since the last meeting ~5 vacant plots</p>
A35/15	<p><u>SITE REPRESENTATIVE REPORTS</u></p> <p>Mr Button . The Site Representative raised concerns that a plot holder felt the Clerk was putting pressure on her to hand her plot back. The Clerk confirmed that all plot holders are treated fairly and in accordance with the terms set out in the tenancy agreement.</p> <p>Mr Edmunds . Nothing to report.</p> <p>Mr McCoy . 1 vacant plot at the moment.</p> <p>Mrs Steward . Nothing to report - need to get on with winter digging.</p> <p>The Chairman provided the following update on behalf of the Site Representative from King Georges Avenue: 2 plots not being worked, 1 plot holder bringing gardening waste on to the site to burn and a small fence repair needed.</p>
A36/15	<p><u>VACANT PLOTS</u></p> <p>RESOLVED: In consultation with Councillor Calver, Clerk to arrange promotion of allotment plots via the newspaper and posters to be displayed on allotment sites.</p> <p>RESOLVED: Clerk to purchase 2 x 25 metres of heavy duty black plastic for the Council to utilised should a plot remain vacant.</p>
A37/15	<p><u>CLEARANCE OF FLY TIPPING ON BOATSWAINS CALL ALLOTMENT SITE</u></p> <p>The Clerk made members aware that a plot holder had removed rubble and concrete asbestos sheets from his plot and placed it next to the pathway by the main entrance. The plot holder has now removed the rubble and Harwich Town Council has arranged removal of the asbestos at cost of £80 plus VAT.</p> <p>Councillor Calver suggested that a review of the council's policy on hazardous material on allotment sites should be discussed at a future meeting.</p>
A38/15	<p><u>MATTERS RECEIVED IN THE POST OR RAISED BY MEMBERS</u></p> <p>Councillor McLeod noted that no repairs seem to have been carried out on the association hunt and asked the Clerk to request an update from the tenant.</p>
A39/15	<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 Tuesday 1st December 2015 at 7pm.</p>
A40/15	<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 is closed to the press and public for the transaction of the under-mentioned business:</p> <p>~ To review and act upon quotations for the reduction of tree/s at Boatswains Call allotment site</p> <p>~ To review and act upon quotations for the reduction in height and width of the hedge surrounding The Redoubt allotment site</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 7.40pm

CHAIRMAN

DATE