

HARWICH TOWN COUNCIL
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MINUTES of the Meeting of the ALLOTMENTS COMMITTEE
 held at
The Guildhall, Church Street, Harwich
 on
Thursday 26th May 2016 at 7pm

Present:	Councillors, Calver, Carr, J Brown, McLeod, Fay, J Henderson and F Powell
In the Chair:	Councillor Todd
Clerk:	Michelle Townsend
Also present:	Site Representatives Mr Crowther, Mr Button, Mr Edmunds, and Mr McCoy No members of the public and no members of the press
Absent:	Miss Clark

PUBLIC QUESTION TIME:

None

A01/16	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from: Councillors Fay, Morrison and Ashley Site Representatives Mrs Steward and Mr O'Hara
A02/16	<u>ELECTION OF VICE CHAIR</u> RESOLVED: To appoint Cllr S Fay as Vice-Chair of the Allotments Committee.
A03/16	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> None
A04/16	<u>MINUTES OF THE LAST MEETING</u> RESOLVED: that the minutes of the Allotments meeting held on 21 st April 2016 (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 21 st April 2016 (previously circulated) be approved by the Committee and signed by the Chairman as a true record.
A05/16	<u>MATTERS ARISING FROM THE MINUTES</u> ~ A68/15 – Allotment Association Hut - Full Council approved the recommendations of the Allotments Committee to lease the hut on the terms put forward. The Town Clerk is liaising with a legal adviser to draw up a new lease. ~ A81/15 – Boatswains Call Boundary - Full Council accepted the boundary as marked out by the Estates Supervisor, and agreed by the land owner of Capital House. The responsibility for the maintenance of the (southern) boundary is deferred until a response is received from the land owner of Capital House.

	<p>•A81/15 – Plot BC23 - Received confirmation that the applicant no longer wishes to proceed with managing the plot to house bee hives. Clerk will liaise with Site Representative to discuss future use of plot.</p> <p>•A87/15 – Fence/Hedging Surrounding Redoubt Fort . The order for plants has been placed, and contractors instructed to proceed, once planting has taken place. Clerk made members aware of the concerns raised by a plot holder regarding nesting birds, animals and insects.</p> <p>•A87/15 – Pathway at the Redoubt - Contractor has been instructed to replace bollards.</p>
A06/16	<p><u>MATTERS ARISING FROM PREVIOUS MINUTES</u></p> <p>“Closure of footpath no. 5 – Access to King Georges Allotment Site . work to start by the end of May 2016.</p>
A07/16	<p><u>VACANT PLOTS/WAITING LIST/NOTICES TO QUIT</u></p> <p>The Clerk advised members of the following: “15 people on the waiting list (most are waiting for specific sites or plots) “7 vacant plots “No NTQs issued since the last meeting</p>
A08/16	<p><u>SITE REPRESENTATIVE REPORTS</u></p> <p>Mr Crowther – Still waiting for the public footpath to be resurfaces which should have been started this week. Two untidy plots KG01 and KG01A which the Clerk will address.</p> <p>Mr Edmunds – Currently removing the barbed wire and the Estate Supervisor will tape off the area. The bees have been removed from the Redoubt site and rehomed elsewhere as the bee keeper is no longer able to care for them.</p> <p>Mrs Button – Nothing to report.</p> <p>Mr McCoy – Nothing to report.</p>
A09/16	<p><u>REQUEST TO DIVIDE PLOT</u></p> <p>RESOLVED: To divide plot TR28 (9 rods) into 2 plots, one 5 rods in size and the other 4 rods.</p>
A10/16	<p><u>ALLOTMENT RENTS</u></p> <p>RESOLVED: To increase allotment rents in September 2017 by 30p per rod (£2.10) and maintain the discount for plot holders in receipt of state pension. Plot holders to be informed of the increase with their invoice/rent requests in September 2016.</p>
A11/16	<p><u>FENCE SURROUNDING THE REDOUBT</u></p> <p>Following further inspection whilst undertaking the removal of the barbed wire, 30 of the fence posts will need replacing prior to the new tension wire being installed.</p> <p>RESOLVED: Clerk to purchase 30 mild steel angled fence posts from the metal store at a cost of £10.30 each.</p>
A12/16	<p><u>MATTERS RECEIVED IN THE POST OR RAISED BY MEMBERS</u></p> <p>•Clerk confirm that there has been difficulty with identifying certain plots which are not numbered. If there are spare materials held at the Guildhall, the Estate Supervisor has agreed to make and erect numbered signs as and when this situation arises.</p> <p>“Cllr Carr commented on kids using the new driveway as a skate path at the Redoubt site which could cause danger to pedestrians and road users. Members agreed to monitor and review at the next meeting.</p>

A13/16	<u>TIME AND DATE OF NEXT MEETING</u> The next meeting of the Allotments Committee will be held at the Guildhall, Church at 7pm on Wednesday 20 th July 2016.
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The Chairman closed the public part of the meeting at 7.32pm

CHAIRMAN:

DATE: