

HARWICH TOWN COUNCIL
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MINUTES of the Meeting of the ALLOTMENTS COMMITTEE
 held at
The Guildhall, Church Street, Harwich
 on
Thursday 23rd March 2017 at 7pm

Present:	Councillors Calver, Fay, McLeod, Morrison, F Powell, and J Henderson
In the Chair:	Councillor Todd
Clerk:	Michelle Townsend
Also present:	Site Representatives Mr Crowther and Mr Edmunds 1 member of the public and no members of the press

The Chairman called for a minute's silence to mark the passing of Bill McCoy, Site Representative for Long Meadows allotment site. Bill has always been a dedicated Site Representative providing a valuable contribution and both the Council and plot holders at Long Meadows allotment site have benefited from his knowledge and support over the years.

PUBLIC QUESTION TIME:

None

A65/16	<u>APOLOGIES FOR ABSENCE</u> Councillors Ashley, J Brown and Struth Site Representatives Mr O'Hara and Mr Button
A66/16	<u>DECLARATIONS OF MEMBERS' INTEREST</u> Cllr Calver declared a non-pecuniary interest as a member of The Harwich Society when discussions took place regarding work being undertaken at The Redoubt (item 9 – Matters to be Reported).
A67/16	<u>MINUTES OF THE LAST MEETING</u> RESOLVED: That the minutes of the Allotments meeting held on 26 th January 2017 (previously circulated) be approved by the Committee and signed by the Chairman as a true record.
A68/16	<u>MATTERS ARISING FROM THE MINUTES</u> <ul style="list-style-type: none"> •A59/16 – Boundary Plot Markers – Plot markers have now been installed on all 7 allotment sites. The committee gave their thanks to the Estate Supervisor for his hard work with this project. •A60/16 – Amendments to HTC Policies on Allotments – Following the changes to permit those living outside of the parish of Harwich and Dovercourt to hold a plot, publicity material has been sent to neighbouring parish councils promoting vacant allotment plots.

A69/16	<p><u>MATTERS ARISING FROM PREVIOUS MINUTES</u> None</p>
A70/16	<p><u>VACANT PLOTS/WAITING LIST/NOTICES TO QUIT</u> The Chairman advised numbers of the following: •10 people on the waiting list (most are waiting for specific sites or plots) •8 vacant plots 1 NTQ issued since the last meeting – BC03A for lack of cultivation</p>
A71/16	<p><u>SITE REPRESENTATIVE REPORTS</u> <i>Mr Crowther</i> – Nothing to report – plots starting to be cleared. <i>Mr Edmunds</i> – Nothing to report.</p>
A72/16	<p><u>PROCESS UNDER WHICH STRIMMING WILL BE CARRIED OUT</u> RESOLVED: Members approved the policy/procedure under which strimming will be carried out.</p>
A73/16	<p><u>MATTERS TO BE REPORTED</u> • Dunns Meadow – due to health and safety risk, the removal of broken glass and debris was undertaken - £40 •Redoubt – Work is being undertaken by the Harwich Society to remove overhanging foliage on the inside of the moat. This has resulted in bare areas within the hedging. Due to the health and safety risk, 10 additional safety signs will be installed by HTC. The cost will be reported at the next meeting.</p>
A74/16	<p><u>REQUEST TO INSTALL A BEE BOX ON PLOT TR04A</u> RESOLVED: To amend HTC’s Bee Policy to read ‘hive/boxes’ and approve the request to install a bee box subject to the terms of the bee policy being adhered to.</p>
A75/16	<p><u>MATTERS RECEIVED IN THE POST OR RAISED BY MEMBERS</u> The committee gave their thanks to the Chairman and office staff for their hard work over the past year. The Chairman further extended his thanks to the committee and Site Representatives.</p>
A76/16	<p><u>TIME AND DATE OF NEXT MEETING</u> The next meeting of the Allotments Committee will be held at the Guildhall, Church Street, Harwich, on a date to be confirmed.</p>
A77/16	<p><u>EXCLUSION OF PUBLIC AND PRESS</u> 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> <ul style="list-style-type: none"> • Sycamore Tree – Boatswains Call <p>RESOLVED: To permit Site Representatives to remain in the meeting during confidential business.</p>

The Chairman closed the public part of the meeting at 7.30pm

CHAIRMAN:

DATE: