

HARWICH TOWN COUNCIL
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MINUTES of the Meeting of the ALLOTMENTS COMMITTEE
 held at
The Guildhall, Church Street, Harwich
 on
Thursday 25th May 2017 at 7pm

Present:	Councillors J Brown, Calver, Fay, McLeod, Morrison, F Powell, C Powell and J Henderson
In the Chair:	Councillor Todd
Clerk:	Michelle Townsend
Also present:	Site Representatives Mr Crowther and Mr Edmunds 2 members of the public and no members of the press
Absent	Site Representatives Mick Button and Sean O'Hara

PUBLIC QUESTION TIME:

None

A01/17	<u>APOLOGIES FOR ABSENCE</u> Apologies received from Councillor Ashley.
A02/17	<u>DECLARATIONS OF MEMBERS' INTEREST</u> None
A03/17	<u>ELECTION OF VICE-CHAIR</u> RESOLVED: To appoint Councillor Sean Fay as vice-chair of the Allotments Committee.
A04/17	<u>MINUTES OF THE LAST MEETING</u> RESOLVED: That the minutes of the Allotments meeting held on 23 rd March 2017 (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 23 rd March 2017 (previously circulated) be approved by the committee and signed by the Chairman as a true record.
A05/17	<u>MATTERS ARISING FROM THE MINUTES</u> A74/16 – Request to Install a Bee Box – HTC policy has been amended and published on HTC's website. A78/16 – Sycamore Tree – Boatswains Call BC44/45- Confirmation received that the tree was not covered by a TPO. The sycamore tree has been removed to ground level and the stump poisoned to prevent regrowth.

A06/17	<p><u>MATTERS ARISING FROM PREVIOUS MINUTES</u> None</p>
A07/17	<p><u>VACANT PLOTS/WAITING LIST/NOTICES TO QUIT</u> The Chairman advised members of the following: <ul style="list-style-type: none"> •11 people on the waiting list (most are waiting for specific sites or plots) •3 vacant plots •No NTQs issued since the last meeting </p>
A08/17	<p><u>SITE REPRESENTATIVE REPORTS</u> <i>Mr Crowther</i> – No problems at either Abdy Avenue or King Georges allotment sites. <i>Mr Edmunds</i> – Nothing to report.</p>
A09/17	<p><u>SITE REPRESENTATIVE VACANCY – LONG MEADOWS</u> The Clerk confirmed that following the advertisement for a Site Representative on Long Meadows allotment site, no volunteer has come forward for the position.</p>
A10/17	<p><u>MATTERS TO BE REPORTED</u> <ul style="list-style-type: none"> •Hedge Surrounding the Redoubt – Cost for additional 10 safety signs and delivery - £177.50. </p>
A11/17	<p><u>MATTERS RECEIVED IN THE POST OR RAISED BY MEMBERS</u> Cllr Fay informed members that he has recently spoken to a plot holder on Boatswains Call, who had concerns about a neighbouring plot. The clerk confirmed this was being dealt with.</p> <p>Cllr Todd spoke about setting a date for members to undertake site visits. Members agreed that Saturdays are preferable and the clerk agreed to co-ordinate the visits.</p>
A12/17	<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 Wednesday 19th July 2017 commencing at 7pm.</p>
A13/17	<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"> • Voluntary Position of Site Representative for Abdy Avenue • Review of Notice Boards • Trees on Plot BC19A <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 7:12 pm

CHAIRMAN:

DATE: