**MINUTES OF A MEETING OF THE ALLOTMENTS COMMITTEE**

**Held on Thursday 14th April 2016**

Present: Councillor Mrs P Mayne

 Councillor A Wassell – Chairman

 Councillor K Wilson

Site Representatives:

 Mark Cowcill – Ellins Terrace 1

 Simon Leake – Ellins Terrace 2

 Keith Rose – Ellins Terrace 2

 Andrew James – Gladstone Street

 Frank Crossland – Heys Buildings

 Andrew Parkinson – Heys Buildings

 Bernard Crossley – Newland Lane

 David Hogarth – Newland Lane

 Joe Fisher – Norwood Street

 Mike Darwin – Wentworth Terrace

 Bill Wood – Wentworth Terrace

1. **Welcome and Apologies**

The Chairman welcomed everyone to the meeting. Member’s apologies for their inability to attend were recorded in the apology book.

1. **Member’s Declarations of Interests**

 Members were reminded of the requirement to make an appropriate declaration at the meeting on any item in which they had an interest.

 There were no declarations made.

1. **Public Bodies (Admission to Meetings) Act 1960**

There were no items of a confidential nature from which the press and public were required to be excluded.

**10. Minutes**

RESOLVED that the minutes of a meeting of the Allotments Committee held on Wednesday 17th June 2015 (Minute Numbers 1-6; Pages 1-5) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor Mrs P Mayne/ Seconded by Councillor K Wilson)

**11. Reports from sites**

Sites were thanked for their donations to the Rotary Club Harvest Auction and the foodbank.

Future donations for the foodbank can be dropped off at the Town Hall at any time and information on the Rotary Club auction would be circulated.

Ellins Terrace 1

It has been a quiet winter with no break ins. There was one vacancy at the moment. Mark offered thanks to the Town Council for offering a payment plan for those with multiple plots.

Ellins Terrace 2

3 vacancies with 1 being taken soon. There are some minor issues requiring re-inspection in the near future.

Gladstone Street

Nothing to report.

Heys Buildings

Plots 25-27 had been vacated and required a lot of work. These plots could not be split at the present time. A tenant had taken on the three plots and would require a skip for general waste. Any asbestos would be piled up for removal. The trees will be trimmed back on plots 25-27. Tenants and residents seem happy with the tree work undertaken by WDH.

Newland Lane

There were 2 ½ plots vacant.

There had been another fire which makes 5 in 3 years. It was understood that there was a series of fires at Dalefield Road and members wondered if there was a link.

Rubbish was still being dumped on Newland Lane – could there be CCTV evidence?

Norwood Street

The site was full and 2 new tenants were still to pay.

Wentworth Terrace

The site offered thanks for the new fence, the clearance of plots 26 and 31, the clearance of the mound and the trimming of the hedgerow.

There were some issues with the car park which had been reported to WMDC and the police.

The school had been contacted regarding inconsiderate parking and they had responded positively.

There were 3 vacancies but some on the waiting list were not responding. Could vacancies be advertised?

Mike Darwin provided some Health and Safety documents, it was suggested that these could be circulated.

The Chairman thanked the Site Secretaries for their input.

**12. Town Council Update**

Outstanding Rent:

There were a number of plots who had not yet paid, some required letters and phone calls to establish if they had left their plots now.

Cypress Road – 5 Plots

Wentworth Terrace – 7 Plots

Ellins Terrace 1 – 4 Plots (On payment plan)

Ellins Terrace 2 – 2 Plots

Newland Lane – 1 Plot

Norwood Street – 2 Plots

Heys Buildings – 2 Plots

The following sites were paid in full:

Gladstone Street

The Grove

Gilcar Street

Edward Street

Vacancies and Waiting List

Cypress Road 1 Vacancy 1 Waiting

Ellins Terrace 1 1 Vacancy 0 Waiting

Ellins Terrace 2 3 Vacancies 2 Waiting

Gladstone Street 3 Vacancies 5 Waiting

Heys Buildings 3 Vacancies 7 Waiting

Newland Lane 5 Vacancies 0 Waiting

Norwood Street 0 Vacancies 0 Waiting

Wentworth Terrace 3 Vacancies 4 Waiting

Town Council Work

Cypress Road

Plot 9 cleared by Tarmac.

1 tenant may be evicted due to non-cultivation on 2 plots.

Ellins Terrace 1

No major problems

Ellins Terrace 2

Plot 56 approved for clearance of rubble.

Written complaint regarding stealing/accessing other plots which is to be to be addressed. Two plots flooding - The tenant has been given permission to grow flowers and keep the plots tidy for now.

Tarmac cancelled their work – Apologies for this but it was not under Town Council control.

Re-inspections of certain plots due soon.

Gladstone Street

Flooding of plots – The cause was heavy rain not a leak, guttering to be used on sheds and greenhouses if possible.

Footpath replaced – Complaint received. No case to answer.

Plot 14 to be cleared of asbestos

Some plots need re-inspecting – Awaiting details.

Heys Buildings

Ongoing issues regarding hedgerow – Hopefully resolved.

3 plots vacated – Compound to be investigated/cleared.

Newland Lane

2 fires recently – Skip 20th – 27th April booked to assist clearance.

Drainage Issue – Letter sent to tenant.

Norwood Street

Fire recently – Skip provided.

Wentworth Terrace

Mound cleared and soil redistributed.

New fence installed 20m.

Tarmac support cancelled – Clearing rubbish to skip.

Handyman paid to clear rubbish to skip.

Issues with the car park reported to police/WMDC.

Complaint of rubbish dumped on plot 31 – Upon investigation it was found to be asbestos which was double bagged by the contractor and left for collection.

In the absence of any further business, the Chairman thanked everyone for their attendance and closed the meeting.