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

**Held on Thursday 20th April 2017**

Present: Councillor Mrs E Blezard

Councillor F D Jones – Allotments Liaison Officer

Councillor Mrs P Mayne – Vice-Chairman

Councillor A Wassell – Chairman

Councillor K Wilson, JP

Site Representatives:

 Mark Cowcill – Ellins Terrace 1

 Simon Leake – Ellins Terrace 2

 Fiona Farrar – Gladstone Street

 Andrew Parkinson – Heys Buildings

 Bernard Crossley – Newland Lane

 David Hogarth – Newland Lane

Colin Aylward – Norwood Street

**25. Welcome and Apologies**

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

**26. 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.

**27. 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.

**28. Minutes**

RESOLVED that the minutes of a meeting of the Allotments Committee held on Wednesday 13th December 2017 (Minute Numbers 19-24; Pages 15-18) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor Mrs P. Mayne/ Seconded by Councillor F.D. Jones)

**29. Reports from sites**

Ellins Terrace 1

There had been one break in recently, where a generator and tools were stolen. The police had been informed.

There had been some flooding again in the bottom corner and bricks had been laid to assist with drainage.

The new tenant is getting stuck into their plot and has trimmed the verge on the outside of the plot which makes it look much tidier.

Ellins Terrace 2

Simon thanked those tenants who helped with work on site by using site funds to pay their rent for one plot.

There were issues with parking on the track which was restricting access for others.

It was suggested that a sign is made for the notice board.

Simon offered thanks for providing a skip to clear Plot 56 of rubble.

Gladstone Street

There was one vacant plot, No. 14, on which weed killer had been applied but it still needed a lot of work.

WDH needed reminding about cutting the hedge as it was not done in Spring. Concerns were also raised about rubbish in the hedge bottom.

It was noted that there were currently some rough looking plots that required inspection as soon as possible.

Fiona asked if applicants could be vetted prior to being given a plot. This was not possible; however, sites should wait until the tenancy agreement and rent have been returned before giving out keys and codes. This will ensure that new tenants have accepted the site rules. The Town Council can then evict for breach of tenancy if required.

It was suggested that an out of hours drop off point for Meet ‘N’ Eats vegetable donations would be helpful.

Heys Buildings

The top plots were doing well. The asbestos had been removed, wood burnt and the skip used to clear other rubbish. Thanks were put forward for the assistance given by the Town Council.

There were some issues with the WMDC land adjacent to the site. There had been drinking and littering since the plots were cleared.

Newland Lane

Bernard said he had not received a key back from an evicted tenant. Was there any way this could be pursued?

It was suggested that key deposits have worked on other sites.

**30. Town Council Update**

The Town Clerk reported the following:

Cypress Road

One vacancy currently with two on the waiting list, one of which was an existing tenant. All plot rents had been paid.

Ellins Terrace 1

No vacancies with one person waiting. There was currently one plot with rent left unpaid.

Ellins Terrace 2

Two vacancies with four people waiting, two of which were existing tenants. All plot rents had been paid.

Gladstone Street

One vacancy with seven people waiting. There was currently one plot with rent left unpaid.

A skip was provided to clear rubbish from a plot.

Heys Buildings

No vacancies with two people waiting. All plot rents had been paid.

Two skips were provided for rubbish, asbestos was cleared from the top plots, and there was a liaison with WDH to get rubbish cleared from outside the fence.

Newland Lane

No vacancies with one being evicted and three on the waiting list. There were currently two plots with rent left unpaid.

Norwood Street

One vacancy with one person waiting. All plot rents had been paid.

Wentworth Terrace

Two vacancies with no one on the waiting list. There were currently two plots with rent left unpaid.

A skip was provided to clear glass on plot 14, and a new gate was installed.

RESOLVED that the report be received.

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