

SEATON TOWN COUNCIL

Allotments Committee Meeting

5th September 2007

PRESENT: Cllr Mrs Roebuck (Chairman)
Cllr Mrs Semple
Allotment Representative Ms L Bewsher

APOLOGIES: Cllrs J Knight, R Palacio
Allotment Representative Mr P Blackmore

254/07 APOLOGIES

Apologies were accepted

255/07 MINUTES

Minutes of the meeting held on 31st July 2007 were approved and signed by the chairman

256/07 DECLARATIONS OF INTEREST

There were no declarations of interest

257/07 TO RECEIVE FINANCIAL STATEMENT

The financial statement was noted. It was agreed that a new gate was required for the site and Ms Bewsher agreed to forward dimensions to Cllr Mrs Semple.

258/07 TO NOTE THE WAITING LIST

The waiting list currently stood at 33.

259/07 TO CONFIRM FINAL ARRANGEMENTS FOR ALLOTMENTS PICNIC AND PRIZE GIVING ON 15th SEPTEMBER 2007

It was agreed to defer the presentation of prizes due to Ms Bewsher's absence and the proposed date not being convenient for the winners. The Clerk was requested to contact the winners to arrange an alternative date at the Town Hall. If Mrs Swinthinbank was no longer able to present the prizes, this would be undertaken by the chairman of the Council.

260/07 TO RECEIVE FEEDBACK ON ADVICE ON UNAUTHORISED RABBIT CONTROL AT THE SITE

The Clerk reported that she had been advised that the situation should be monitored. Ms Bewsher asked the Clerk to forward to her contact details of the two men who were currently undertaking rabbit control at the site.

261/07 TO AGREE ALLOTMENT SITE INSPECTION REPORT DATED 30th AUGUST 2007 AND APPROVE ACTIONS PROPOSED

The following actions were agreed:

plot 13b	re-allocate
plot 5b	committee to monitor
plots 8a & b	warning letters – enquire if tenant wishes to give up 8b
plot 52	first warning letter
plot 60	special letter that because there has been a problem with this plot not being worked on a number of occasions, there would be no further warnings
plot 61	no action
plot 62	check if this is a new tenant; if not, first warning letter
plot 15	to be split in half with effect from 30 September. Allocate 15a. Mrs Wills will pay for clearance which Ms Bewsher will arrange. Ms Bewsher to measure 15a and advise Clerk of size and when available for letting;
plot 6	letter to be sent stating that tree must be removed by end of September; if tenant does not comply then plot to be re-allocated
plot 12b	re-allocate
plot 7	send letter to request removal of laburnum
plot 58	re-allocate
plots 58-63	letters to all tenants to remind them of their responsibility to keep their paths tidy
plot 30	first warning letter
plot 38	first warning letter
plot 39	monitor
plot 1a	first warning letter

In respect of the additional plots, it was agreed that 8 should be created in two blocks, one of 6 and one of 2. Ms Bewsher said she would liaise with Gardencare regarding the marking out and advise the Clerk to enable a councillor to also be present.

262/07 TO PROPOSE THAT EVERY TENANT BE INVITED TO INDICATE WHETHER, IF THEIR PLOTS ARE OF AN UNSUITABLE SIZE FOR THEIR NEEDS, THEY MIGHT WISH TO EXCHANGE THEM SHOULD SOMETHING MORE APPROPRIATE BECOME AVAILABLE

It was agreed to defer this proposal to the AGM for discussion.

263/07 TO PROPOSE THAT A COPY OF ALL LETTERS SENT TO ALLOTMENT TENANTS BE MADE AVAILABLE AT EACH MEETING

It was so Resolved

264/07 TO CONSIDER SUB-DIVIDING LARGER PLOTS

It was agreed to defer discussion of this suggestion to the AGM.

265/07 TO PROPOSE THAT ALL TENANTS ARE ADVISED THAT IN ORDER TO REMAIN AS TENANTS AT THE ALLOTMENT SITE, THEIR PLOTS MUST BE WORKED AND NOT JUST CLEARED. IF THEY REMAIN UNWORKED, TENANTS ARE IN BREACH OF THE NON-STATUTORY RULES AND THEIR PLOTS MAY BE OFFERED TO THOSE ON THE WAITING LIST

It was agreed to defer discussion of this proposal to the AGM.

266/07 TO PROPOSE THAT INSPECTIONS OF THE ALLOTMENT SITE TAKE PLACE MONTHLY FROM APRIL – OCTOBER AND ANY TENANT IN RECEIPT OF 3 WARNING LETTERS DURING THAT PERIOD MUST RELINQUISH THEIR PLOT IN NOVEMBER

After discussion it was agreed that inspections would be undertaken monthly from April – September but that the final review would take place in early September so that any tenants who were not working their plots in accordance with the Non-Statutory Rules would be notified that their tenancy was not being renewed prior to renewal notices being despatched.

It was suggested that it would be useful to keep a photographic record of the condition of plots at each inspection, but the Clerk was requested to seek clarification on this point first.

These Minutes confirmed thisday of2007

Presiding Chairman