



Allotments Committee Meeting Minutes

7.30pm, Friday 17th March 2017 in

Greenwood Room, The Town Hall, St George's Street, Hebden Bridge, HX7 7BY

Present: Councillors Davies and King, Bob, Jenny, Allen, June, Andy, Alison

1. Apologies for absence. Cllr Sutcliffe
2. Declarations of interest in matters on the agenda. None
3. Confirmed minutes of the meeting of the Allotments committee on 31/10/16
4. Information about matters arising from the minutes of meeting on 31/10/16. None
5. **Current state of plots and cultivation, and proposals to resolve any issues.** All plots currently occupied. MD had a look at the site during the week. Working party reasonably successful, Cllrs King and Sutcliffe helped out. Stripped brambles around edge, generally tidied up. Gate working. Very muddy on bit by gate on council's side. Needs a bit of attention from Council. Allotment site is looking like it is lying fallow – needs more energy putting in. BG said waiting to plant up. Colin can't do any digging, was hoping to cover the plot, as he wants to hang on to it. MD said as long as PC is aware of the situation, this should be fine. Drop an individual note round to each of plotholders, explaining when it will be inspected. Anyone who isn't going to have plot up to scratch by then needs to explain the situation. Plot 1 in particular. Maybe in allotment group, keep the 'to do' job list as standing item and put it in the future action plan.
6. **Progress from the Charlestown Allotments Group and future action plan:** Few panes broken, plenty of spare panes, so this will go on the 'to do' list. Glass in the compost bin needs removing, but all glass has been collected from around the edge of the site as part of working party recently.
 - 6.1. Report from Allotments Group on budget and balances. Written accounts provided.
7. Discussed the contract for maintenance of communal areas and number of cuts per year. Agreed to propose to the PC to increase the cutting of the communal areas to three times a year. Agreed to propose to use the same contractor. JB suggested that we should ask contractor to cut the balsam before it seeds. Will work out a cutting schedule. Tree may need some attention over the path. MD to lop. Needs attention on the path – hardcore needed. Suggest emptying any filtered stones off the plots on the path.
8. Considered new tenants and other tenancy issues. The two new tenants are present, and signed contracts. Tom was given keys, and Allen will arrange a key handover from Rosemary.
9. Financial matters:
 - 9.1. Rent payments - up to date
 - 9.2. Water bills – paid – still just the standing charge
10. Dates and venue of future meetings - 9/10/17, Hebden Bridge Town Hall