



Draft Minutes of Allotments Committee Meeting

7.30pm, Monday 8th October 2018

Present: Cllr Goodman, Cllr King, Allotment holders - Allen, Bob, Andrew, Catherine (Clerk) in attendance

1. Apologies for absence. Cllr Moss, Melanie, June, Ali, Claire, Jenny
 2. Declarations of interest in matters on the agenda. None
 3. Confirmed minutes of the meeting of the Allotments committee on 12/3/2018
 4. Information about matters arising from the minutes of meeting on 12/3/2018 – the piece of machinery is still there in the shed. The contractor had been informed, so possibly it has been donated by someone.
 5. Outlined the Allotment Committee Councillors as appointed in May – Cllr King, Cllr Goodman and Cllr and Moss. The ploholders who will sit on the committee would be Bob, Rosemary, Allen. Outline terms of reference (as in point 5 previous minutes), quorum will be at least 2 councillors and 2 ploholders. Termination and appeal procedures. Clerk to distribute the final edit of the appeals and termination procedures. Other procedures as stand. Discussed who takes part in the annual inspection. Agreed that there must be a minimum of 2 councillors who carry out the inspection, but three is recommended, and all attempts should be made to ensure that all three are present. If at last moment, third councillor unable to attend, another councillor could be invited.
 6. Discussed the waiting list – Clerk explained that Jackie Stewart had been in touch with Ana (previous secretary) who had agreed to add her to waiting list. This hadn't been done however, and now there were several other people on the list. Agreed that she should be put to number one on the waiting list.
 7. Charlestown Allotments Group updated on progress. Very good growing year, impressive results. Very positive inspection report, well received by ploholders. Thanks to Parish Council and for managing the community areas. Sunshine, great food growing, but abundance of creatures (snails and cabbage whites) and increased water use. Held a working party fixed and painted communal shed, lots of clearing up, strimming, laid surface behind the shed. Future action plan: shed on plot 7 still needs attention. Alison needs help with water butt. Himalaya Balsam at the back has been dealt with, but it's so prolific, it's come back from neighbour's garden. Agreed to speak to the garden owner. Post needs mending. Fruit tree has been pruned.
 - 7.1. Report from Allotments Group on budget and balances. – nothing has changed since the last meeting. Requested that the accounts are signed off for next meeting.
 8. Discuss the contract for maintenance of communal areas – agreed that although this year only really needed two cuts, it was an unusual year lacking in water. Agreed to continue the contract for 3 cuts. Clerk will ask contractor to cut the inside via contacting Allen.
 9. No tenancy issues to discuss.
 10. Financial matters:
 - 10.1. Rent payments - up to date.
 - 10.2. Water bills – up to date. But larger bill this time.
- Dates and venue of future meetings – March 11th 7.30pm. Town hall.***