



## **Draft Minutes of Allotments Committee Meeting**

*7.45pm, Wednesday 11<sup>th</sup> March, Hebden Bridge Town Hall*

**Present: Councillors King, Lomax and Lacey, Clerk, Rosemary, Bob.**

1. Apologies for absence. Allen
2. Declarations of interest in matters on the agenda. None
3. Confirmed minutes of the meeting of the Allotments committee on 7/10/2019
4. Information about matters arising from the minutes of meeting on 7/10/2019. Situation with dog poo seems to have improved, but early days, more investigation needed.
5. Tree survey and planned tree works. It was explained that a tree survey had been carried out by CMBC and some trees need removing, others need work. Clerk to forward the tree survey to ploholders. Council has to get 3 contractor quotes and then agree this at a meeting, so some time before anything can start. Perhaps needs a 2 phase – earlier to deal with any trees over road etc, and not till next winter for trees needing work. Works may impact wildflower meadow.
6. Allotment inspection. June and Bob's houses both flooded, and Bob explained therefore that their plots would not be up to usual standard this year. This was noted and councillors felt that this was completely understandable, and no action would be taken. Noted that would be nicer to call the 'inspection' an 'onsite liaison'.
7. Contract for maintenance of communal areas - Will be a meeting on 19<sup>th</sup> march with Dan, the current contractor, Allen and Keith. Work out rescheduling of what needs to be strimmed and how frequently, to take into account the new wildflower meadow.
8. Report of progress from the Charlestown Allotments Group and future action plan: Half way through sorting water butts, decided on breeze blocks to put them on. Plot 7's greenhouse is a problem – initial foundations were possibly not up to scratch. Needs completely disassembling and the reconstructing and will probably need new panes of glass buying. Agreed that if the grant for the water butts has an underspend that the rest can be spent on the greenhouse, up to £80. Problem with fencing on Woodman side –possibly due to an animal digging. Agreed this would be looked at in the annual inspection. Clerk to establish whose responsibility mending this fence would be.
  - 8.1. Report from Allotments Group on budget and balances. June not present, but no major changes. Clerk asked for this to be forwarded for the records.
9. Tenancy issues and vacant plots. No issues. Query about the waiting list. Clerk to contact Allen.
10. Agreed the Allotment group's representatives on the Parish Council for the following year would be Allen, Rosemary, and the group will ask around for the final person.
11. Financial matters:
  - 11.1. Rent payments – to be made at this meeting – done
  - 11.2. Water bills – most recent just arrived
12. Dates and venue of future meetings – October Wed 14<sup>th</sup> in pencil subject to availability. 12<sup>th</sup> as a substitute date.