



Blackshaw Parish Council

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Allotments Committee Meeting

7.45pm, Monday 18th March 2024 at Hebden Bridge Town Hall

Present: Cllr Dyter, Cllr King, Rosemary Daley, Clare Wells, Bob Greenwood and the Clerk

1. Apologies for absence. Cllr Lomax, who has resigned from the committee. Hope to find a new councillor committee member at next Monday's PC meeting.
2. Declarations of interest in matters on the agenda. None
3. Confirmed minutes of the meeting of the Allotments committee in October 2023.
4. Information about matters arising from the minutes of meeting in October 2023. The new combination lock froze, so need to make a decision how to proceed – maybe a new combination lock. Also ploholders do still want to hold the meeting with councillors to simplify the contract to put into plain English, and also wanted to be able to sign the contracts online – make the process easier. Clerk to look into National Allotment Society contracts – have they updated? Could potentially do a training course. Aim to have this process completed by the October meeting, but do need to wait for third councillor to be confirmed on the committee.
5. Confirmed the rise in the allotments rent – this will now be £15.
6. Contract for maintenance of communal areas. Clerk noted that the existing contractor keen to continue and all okay with this. Agreed that Bob and Clare will discuss and come back to Clerk with list of timings and what to do for each visit. Noted there had been an accident and the wall is tumbling down. Believe this happened in September. Cllr Dyter will look into how to chase for a police record, and in the first instance try to claim on the responsible party's insurance. Clerk needs to budget for this in case PC do end up having to pay for a repair.
7. Trees shading plot 8. Three sets of trees causing concern – two sets shade plot 8 by Woodman, a large fir. A tree dropped a branch on greenhouse and broke a pane. Birches along the front parallel to the road. Cllrs King, Dyter and maybe Bowen to arrange to do a visit to inspect the trees and decide on any works needed.
8. Report of progress from the Charlestown Allotments Group and future action plan:
Nothing major – need to decide about keys for gate. 3 or 4 broken greenhouse panes – have a plan to replace. Tasks been done regarding gate and fence posts with some outstanding and can probably do that from existing funds. Orchard has 2 apples, 1 loganberry, and the plum died but will be replaced. Wild flower meadow went well and hoping for more. Existing obligation to share fruit with locals – will informally tell people rather than putting notices up. Water butt tap on Lisa's plot is leaking – so they will have a look at it.

8.1. Report from Allotments Group on budget and balances. £225 in the bank. Some expenses coming up, 8 fence posts, plascrete etc, and panes of glass. Cllr King might have some glass – Bob will provide a measurement. June is staying on as treasurer.

- 9.** Tenancy issues – no change, Three on waiting list.
- 10.** Agreed the Allotment group's representatives on the Parish Council for the following year. Rosemary, Bob and Clare.
- 11.** Financial matters:
 - 11.1.** Water bills – up to date
 - 11.2.** Rent payments (to be made at this meeting) and contracts signed. Agreed we would like to streamline the payment and contract signing process.
- 12.** Dates and venue of future meetings – 14th October (tbc).