

## CANEWDON PARISH COUNCIL

PO Box 6126, Rochford, Essex, SS1 9YG

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07596 747873



### Minutes of the online Allotments Committee meeting held on Wednesday 21<sup>st</sup> July 2021 at 7.00pm.

<b>Present:</b>	<u>Chairman:</u>	Cllr. L. Van Houten
	<u>Members:</u>	Cllr. J. Craven                      Mr. S. Joslin
	<u>Officers:</u>	Kelly Holland, Parish Clerk
	<u>Members of the public:</u>	None

#### **AL21/29      Apologies for Absence**

None.

#### **AL21/30      Minutes**

**RECOMMENDED** that the minutes from the Committee meeting on 16<sup>th</sup> June 2021 be approved as a correct record and be signed by the Chairman after the meeting.

#### **AL21/31      Declaration of interests and dispensations**

None declared.

#### **AL21/32      Public participation session**

None present.

#### **AL21/33      Budgets**

The Committee were informed of the budget provision for the allotments and were reminded that the overspend for water was due to a 2020/21 bill being issued and paid in the 2021/22 financial year.

#### **AL21/34      Vacant Plots**

There was one vacant plot, the Clerk was making contact with the next person on the waiting list to arrange a site visit.

#### **AL21/35      Stand pipes and hoses**

Two tenants had approached a committee member and requested the use of stand pipes and hoses on site. Contact had been made with the regional representative of the National Allotment Society who had advised against stand pipes as they were liable to vandalism, freezing and general damage. Following an in depth discussion

it was felt that stand pipes and hoses also raised the risk of irrigation systems leading to higher water bills and potential water wastage.

**RECOMMENDED** that stand pipes and hoses would not be permitted on the site. The Clerk would contact tenants to inform them of the decision.

**AL21/36**     **Tenancy agreements**

Tenants had queried two points in the agreement:

- 20(ix) If a tenant decides to erect a shed on their plot, that shed shall remain in perpetuity for the benefit of future residents
- 11(ii) Bonfires are allowed for the burning of **materials from the allotment only** (i.e. diseased plants and dried-out organic material that will burn without smoke or hazardous residue), in the month of **November only** between the hours of 15.00 and dusk during Greenwich Mean Time (GMT).

There was a discussion regarding these two conditions, it was noted that the tenancy agreement was a model agreement from the National Allotments Society and that many of the conditions arise from the Smallholdings and Allotments Act 1908. It was suggested that this information be passed on to tenants.

It was believed that condition 11(ii) was in place as the plot should be used all year to grow fruit and vegetables. Members agreed to refer condition 20(ix) to Full Council as there could be significant expense to tenants who would like a shed on their plot.

**RECOMMENDED** that condition 20(ix) of the tenancy agreement be referred to the Full Council for further consideration.

**AL21/37**     **Allotment security**

Following the thefts in June, further consideration was given to the site security, suggested improvements included fake CCTV cameras and changing the lock to the gate.

**RECOMMENDED** that the item be deferred to the next committee meeting to allow for further investigations and permissions to be sought.

**AL21/38**     **Leak to the stop cock**

The technician had tried to visit twice but had been unable to find the site. The Clerk had made an appointment with Essex and Suffolk water for 26<sup>th</sup> July 2021. Members suggested that there may be a refund due to the Council if the leak was deemed as a fault with the equipment.

**AL21/39**     **Grounds Maintenance Specification**

Members were advised that the Council had decided to sell the lawnmower and contract out the grounds maintenance on site. The grounds maintenance specification was considered and changes proposed, the frequency of visits was also considered.

**RECOMMENDED** that the proposed changes be implemented into the specification before contractors were approached to provide quotations.

**AL21/40**      **Report from the Handyman**

A report was received, nine plots had not been cultivated. It was noted that there was a leak to one of the water tanks, the Handyman would investigate.

**AL21/41**      **Allotment concerns/issues**

Correspondence had been received from a tenant regarding the state of the allotment site. As this had been addressed earlier in the meeting, members asked the Clerk to respond that the issue should be resolved shortly.

**AL21/42**      **Delegated Authority**

The Clerk had not taken any action under delegated authority.

**AL21/43**      **Items for the next agenda**

To note that there was a hole in the hedge to the south west corner of the site. To investigate the potential use of allotment plot 22A.

**AL21/44**      **Future Committee meetings**

The next online Allotments Committee Meeting is on Wednesday 15th September 2021.

The meeting was closed at 7.56pm

Chairman's Signature

Dated