

**WESTON-SUPER-MARE TOWN COUNCIL
NOTES OF THE ALLOTMENT MANAGEMENT
SUB-COMMITTEE MEETING
HELD AT GROVE HOUSE ON 26th JUNE 2014**

Meeting Commenced: 7.00 pm

Meeting Concluded: 8.10 pm

PRESENT: Councillors Clive Darke, Peter Fox (S), Clive Webb, Cyril King and Holly Young

IN ATTENDANCE: Theresa Donald (Amenities Officer), Jennifer Lawley (Committee Officer) and Allotment Representatives: George Raines, Mike Phillips, Clive Wall, Mike Tansley and Kevin Pearce.

105.	<p>Election of Chairman for the year 2014/15</p> <p>The Amenities Officer invited nominations for the position of Chairman.</p> <p>PROPOSED BY: Councillor Clive Webb SECONDED BY: Councillor Peter Fox</p> <p>RESOLVED: That Councillor Clive Darke be elected Chairman of the Allotment Management Sub-Committee for the year 2014/2015.</p> <p>Councillor Darke took his place as Chairman of the meeting.</p>
106.	<p>Apologies for Absence and Notification of Substitutes</p> <p>Apologies for absence were received from Councillor Roger Bailey who was substituted by Councillor Peter Fox.</p> <p>Apologies were also received from Cheryl Putman (Bournville Site Representative) and Jane Loveridge.</p>
	<p><i>Councillor Holly Young joined the meeting at 7.01 pm</i></p>
107.	<p>To receive and record Declarations of Interest</p> <p>Councillor Clive Webb declared a non-pecuniary interest as an allotment holder which did not exclude him as a member of the Committee.</p> <p>RESOLVED that: Councillor Webb's non-pecuniary interest be noted.</p>
108.	<p>Election of Vice-Chairman for the year 2014/15</p> <p>The Chairman invited nominations for the position of Vice Chairman.</p>

	<p>Councillor Roger Bailey, although not in attendance, had put his name forward.</p> <p>PROPOSED BY: Councillor Clive Webb SECONDED BY: Councillor Peter Fox</p> <p>RESOLVED that: Councillor Roger Bailey be elected Vice Chairman of the Allotment Management Sub-Committee for the year 2014/15.</p>
	<p><i>Councillor Cyril King joined the meeting at 7.05 pm</i></p>
109.	<p>To consider and approve the accuracy of the Minutes of the previous meeting held on 20th March 2014</p> <p>The minutes had been previously circulated with the agenda.</p> <p>There were no comments or amendments and the minutes were duly approved by two Councillors who were present at the last meeting of the Allotment Management Sub-Committee on the 20th March 2014.</p> <p>PROPOSED BY: Councillor Holly Young SECONDED BY: Councillor Clive Darke</p> <p>RESOLVED that: The Minutes be accepted and signed as a true record by the Chairman.</p>
110.	<p>Hutton Moor- Badger activity</p> <p>The report of the Amenities Officer had been previously circulated with the agenda</p> <p>The Amenities Officer's report informed that on Tuesday 17th June, the Town Council were alerted that the entrance road to the allotments at Hutton Moor had again collapsed under the weight of a lorry delivering stone to the allotment site. However, the collapse was approximately two metres further on than the original collapse. The Town Council's surveyor requested that a structural surveyor visit the site. The road was closed to all vehicles for the safety of allotment holders and the area was fenced off.</p> <p>In consideration of the temporary Badger Licence recently issued by Natural England to the Town Council which expired on the 14th June 2014, the Amenities Officer contacted Adrian Coward of Country Contracts to enquire whether it would be acceptable to lay more stone in the depressions of the collapsed road. This would be a temporary solution in order to enable access by light vehicles. In response, Adrian Coward confirmed that in his view the temporary proposals to level, compact and open the track to light vehicles would not require a Natural England Licence. Therefore, the Amenities Officer advised that, with the approval of the risk assessment, the proposal to re-open the road to light vehicles</p>

	<p>could proceed. However, further major works to the road would require a full Natural England Licence.</p> <p>RESOLVED that: The Amenities Officer contacts the Grounds Manager and the Town Council's Surveyor for the final approval of the Risk Assessment in order for the work to proceed to the collapsed track at Hutton Moor Allotments and enable access to the allotments by light vehicles with width restrictions.</p> <p>The Chairman of the Allotment Club requested Town Council's permission for a 'bonfire' at Hutton Moor allotments with the intention of disposing of a quantity of timber on site. Assurance was given to members that contact would be made with the Fire Brigade.</p> <p>PROPOSED BY: Councillor Webb SECONDED BY: Councillor Fox</p> <p>RESOLVED that: On behalf of the Town Council, the Allotment Management Sub-Committee permits a 'bonfire' as requested by the Chairman of Weston- super-Mare Allotment Club in order to dispose of a quantity of timber, on the condition that the Fire Brigade are contacted and advised.</p>
111.	<p>Chairman's report</p> <p>The Chairman in delivery of his verbal report, informed that he had intended to update members on the situation at Hutton Moor allotments. However, the issues at Hutton Moor allotments had already been covered in the previous agenda item.</p> <p>Referring to the minutes of the previous meeting and the resolution for contact to be made with North Somerset Council to ascertain whether Persimmon's financial award to Old Mill Way allotments could be accessed for other Town Council allotments, the Chairman confirmed that the award could not be accessed. This was a disappointing outcome for other Town Council allotments requiring funding. The Chairman of the Allotment Club advised, that despite the award's restrictions, the new track at Old Mill Way would have financial support.</p> <p>RESOLVED that: The Chairman of the Allotment Club confirmed that the contractor would forward the full quote for the track at Old Mill Way direct to the Amenities Officer.</p>
112.	<p>Big Lottery Bid – Bournville Allotments</p> <p>A copy of reply from Alliance Homes in response to a resolution of 20th March 2014 had been previously circulated with the agenda.</p> <p>At the last meeting of the Allotment Management Sub-Committee, members of the committee debated the Bournville Allotment Lottery Bid 'Growing together on three sites' and queried the project's impact on allotment holders. Committee members were reminded of the resolution of 20th March, minute no: 461.5: That the Town Clerk would write to the applicants of the Lottery Bid (Alliance Homes and The Healthy Living Centre)</p>

	<p>to recommend the ratio of students to instructor of 4 or 5 to 1.</p> <p>The Project Development Worker of Alliance Homes advised that RHS courses expected a ratio of 1 to 8 learners which could be increased if Learning Support Workers were used to a ratio of 1 to 10. The short non qualification workshops/courses would allow a ratio of 1 to 12 learners and the activity/content of the course would be risk assessed to ensure this was appropriate and would either decrease or increase the number of learners. The Project Development Worker of Alliance Homes advised that her experience of working with Weston College was that they were very experienced and mindful of the diverse needs of their learners.</p> <p>Debate ensued during which Allotment Representatives and Councillors reiterated their concerns and the problems that might occur which included Health and Safety issues. Allotment Representatives were of the opinion that the ratio of 1 to 5 would be more appropriate and manageable. A Councillor suggested, however, that Alliance Homes and Weston College should be trusted to make the correct decisions.</p> <p>RESOLVED that: Alliance Homes be contacted for more information regarding the students/learners who participate in the ‘Growing together on three sites’ project, including age group.</p>
113.	<p>To receive verbal reports from Allotment Site Representatives</p> <p>Members were informed that:</p> <p>Rectors Way – Clive Wall <i>Clarks Field (Rectors Way) Drove Road and between Rectors Way and Newland Road.</i></p> <ul style="list-style-type: none"> • Four plots would soon be available for reallocation. • Trees would require pollarding next year. <p>Redpits – Mike Tansley <i>Near Spring Hill and along Church Road.</i></p> <ul style="list-style-type: none"> • One plot had not been worked and procedures were being followed to advise the plot holder. • Four complaints had been received regarding overhanging bushes from the allotments affecting Wayside residents. <p>RESOLVED that: The Amenities Officer would contact the Grounds Manager to visit Wayside to assess residents’ complaints regarding overhanging bushes from the Redpits allotments.</p> <p>Kewstoke – Mike Phillips <i>Near Kewstoke Road and along Castle Road.</i></p> <ul style="list-style-type: none"> • Part of the fence had been replaced. • Three further allotments had been let. • Stone/gravel had still not been delivered.

	<p>RESOLVED that: The Chairman purchase approximately 40 bags of gravel personally for use at Kewstoke allotments.</p> <p>Hutton Moor – Mike Phillips <i>Between Herluin Way and Hutton Moor Road.</i></p> <ul style="list-style-type: none"> • Two plots were empty and procedures were being followed to advise plot holders. <p>Bournville – George Raines on behalf of Cheryl Puttman <i>Lonsdale Avenue and Windwhistle Circle.</i></p> <ul style="list-style-type: none"> • Extra troughs are in place. • A little orchard is on site. • It is a really good community. <p>Old Mill Way – George Raines <i>Locking Castle</i></p> <p>Two plots had not been worked and procedures were being followed to advise plot holders. 42 plots created with another two plots to be established.</p>
114.	<p>To receive and consider details of the current Allotment Waiting List</p> <p>A list of the Allotment Club summary sheet was tabled and the total plot requests at 25th June 2014 were:</p> <p style="padding-left: 40px;">Rectors Way (<i>Clarkes</i>) 19 Redpits 5 Kewstoke 10 Hutton Moor 4 Bournville 3 Old Mill Way (<i>Locking Castle</i>) 9</p> <p>RESOLVED that: The number of individual residents requesting allotment plots be noted.</p>
115.	<p>Allotment Competition</p> <p>Members of the committee were tasked to consider an Allotment Competition for the year 2014.</p> <p>Debate ensued on timescales and other events in 2014: Weston In Bloom and the Horticultural Show.</p> <p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. An Allotment Competition be held in the year 2014 2. Bert Filer (WIB) and Clive Wall (Allotment Club) be invited to judge at the Allotment Competition

	3. Judging be scheduled for July 2014 4. Certificates be presented in September 2014
	There being no further business, the Chairman closed the meeting at 8.10 pm

Signed..... Dated.....
Chairman