

**WESTON-SUPER-MARE TOWN COUNCIL
NOTES OF THE ALLOTMENT MANAGEMENT
SUB-COMMITTEE MEETING
HELD AT GROVE HOUSE ON 4th FEBRUARY 2015**

Meeting Commenced: 7.00 pm

Meeting Concluded: 8.25 pm

PRESENT: Councillors Clive Darke (Chairman), Roger Bailey, Cyril King and Peter Fox (S)

IN ATTENDANCE: Rob Thurston (Grounds Manager) and Jennifer Lawley (Committee Officer), Allotment Representatives: George Raines, Mike Phillips, Clive Wall and Jayne Loveridge Hughes (Allotment Club Secretary)

336.	Apologies for Absence and Notification of Substitutes Apologies for absence were received from Councillors Simon Stokes, Holly Young, Clive Webb together with allotment site representatives Mike Tansley, Kevin Pearce and Rose Hughes (Club Secretary).
337.	To receive and record Declarations of Interest No declarations of interest were received.
338.	To consider and approve the accuracy of the Minutes of the previous meeting held on 1st December 2014. The minutes had been previously circulated with the agenda. The Chairman of the Allotment Club referred to what he considered inaccuracies in the minutes in relation to minute nos 273 and 275. Debate ensued during which the amendments were identified and the Committee Officer informed that with the agreement of the committee she would amend the minutes. PROPOSED BY: Councillor Clive Darke SECONDED BY: Councillor Clive Bailey RESOLVED: That with the amendments the minutes be accepted and signed as a true record by the Chairman.
	<i>Councillor Cyril King had joined the meeting at 7.02 pm</i>
339.	Chairman's Report Meetings had now taken place with North Somerset Council and the Town Council regarding the alternative access to Hutton Moor Allotments. In the lead up to the meetings there was mention that the allotments may be closed if the alternative access could not be resolved. The Chairman apologised to committee members for any discomfort that this statement may have caused and identified that there was no intention to close the allotments at Hutton Moor.

	<p>An alternative route from Hutton Moor playing fields to the allotments had been deliberated upon by representatives from North Somerset Council and Councillor Peter Bryant together with the Leader of the Council, Town Clerk, Chairman of the Allotment Management Sub-Committee and Chairman of the Allotment Club at an onsite meeting. North Somerset Council although receptive to the Town Council's proposal, presented their own option, put forward by Councillor Peter Bryant, which involved a different and longer alternative route.</p> <p>In response to information put before committee members, it was agreed that the option suggested by the Leader of the Town Council appeared expedient and that in consideration of North Somerset Council's option, this did not seem cost effective. Costs and quotes were required. Debate ensued on how the alternative route could be financed as the Town Council's budgets were limited. Although the committee had been informed that North Somerset Council's option was for the long term, their option skirted the existing car park so did this suggest that North Somerset Council had concerns relating to the volume of traffic with the option proposed by the Town Council? If this was the case, it was proposed that the number of vehicles be monitored. The Allotment Club Chairman advised that the volume of traffic was minimal and that specific monitoring of the number of vehicles was problematic as this varied throughout the year.</p> <p>The Chairman of the Allotment Management Sub-Committee advised that he had been informed that North Somerset Council would be in contact again, once a price for their option had been established.</p>
<p>340.</p>	<p>Hutton Moor</p> <p>1. Brandon Trust The difficulty and collection of the toilet waste tank had been addressed as minuted in the previous minutes and the situation, to-date, had not changed. A small pickup truck was being used to collect the toilet tank and the pickup truck fell within the acceptable load bearing weight for the damaged access road.</p> <p>2. Alternative access to Hutton Moor Allotments Debate had occurred during the Chairman's report.</p> <p>RESOLVED: That the committee await the design and price from North Somerset Council for an alternative route and access to Hutton Moor allotments.</p> <p>3. Natural England and the badgers The Grounds Manager informed that he had emailed the Badger Consultant to seek advice on the badger licence and timescales. The Grounds Manager recognised that the Town Council were pushing hard for an alternative entrance to Hutton Moor Allotments but as no conclusion had yet been reached, felt it prudent to twin track and move on with the original planning. Debate ensued on costs, emergency and full licences, legalities, options and what steps had already been taken to resolve the undermining of the access road to Hutton Moor Allotments by the badgers. The Grounds Manager held the view that it was indeed preferable to seek an alternative access which avoided the badgers completely but if the reuse of the existing drive could not be avoided, a solution had to be achieved in the long term. Although, the Chairman advised members that he would not accept anything but a new entrance, the Grounds Manager reiterated that as a caution he should continue to</p>

	<p>twin track.</p> <p>4. Boundary Fencing The Allotment Club Chairman advised that he would address this issue under agenda item 9.4. (minute no: 342).</p>
341.	<p>Redpits</p> <p>Boundary maintenance issues</p> <p>There had been a number of boundary maintenance complaints received from Wayside and Spring Hill this year and as a result the Grounds Manager had met with the Redpits allotment site representative onsite and together they had assessed the boundaries and issues affecting the neighbouring residents. The Grounds Manager agreed that the work was significant. He advised that under a Town Council SLA (Service Level Agreement) Somerset Wood Recycling undertook general clearance work for play areas and suggested that they be tasked with clearing the boundaries. Although this would involve cost, the Ground Manager proposed that they be contacted. Many allotment holders were elderly and the banks were steep but once the embankments and the boundaries were under control and considerably safer the Allotment Club could continue with their maintenance. It was noted that the vegetation was of significance in binding the embankment which might cause instability when removed. The Grounds Manager agreed that caution should be exercised. It was proposed that the financial cost of this work be split between the Allotment Club and the Town Council. A site representative recalled that when issues like this had occurred in the past a working party was formed. It was pointed out that although the majority of allotment holders were elderly, there were younger tenants but communication in organising a working party was currently poor. This would be addressed but the Allotment Club Chairman felt that time was of the essence. In support, the Grounds Manager agreed that an early result was fundamental due to the longstanding issues with the neighbours. He reiterated that good relationships should be developed as the neighbours were the eyes and ears providing security for the allotments.</p> <p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The Allotment Club and Town Council split the costs, and commission Somerset Wood Recycling to undertake the clearing of the boundaries/steep banks at Redpits. 2. The Allotment Club Chairman is to confirm with the Grounds Manager the actual costs involved. Estimated cost £700 + VAT = £350 each. 3. The ongoing maintenance of the boundaries be assumed by the Allotment Club following the initial clearance work to be undertaken by Somerset Wood Recycling.
342.	<p>Old Mill Way</p> <p>Clarity regarding the boundary fencing had been reached during agenda item 3 (minute no: 338) when the accuracy of the minutes of the last meeting had been questioned. Fencing improvements had been achieved but the track needed completing. The Grounds Manager had visited the site and advised that it was 'looking good' and that he had spoken to the contractor about the completion of the track. The Chairman of the Allotment Management Sub-Committee reiterated that the track was taking months and months and advised that if the current contractor could not finish the work, consideration should be given to</p>

	<p>procuring another contractor.</p> <p>RESOLVED that: The Grounds Manager contacts the contractor regarding the completion of the track.</p>
<p>343.</p>	<p>Big Lottery Bid by Alliance Homes – Bournville Allotments</p> <p>‘Growing together on three sites’ project:</p> <p>An email had been forwarded to the Grounds Manager from the Chief Executive of ‘For All Healthy Living Company which gave an update from Alliance Homes on the Lottery Project on the Bournville allotment site.</p> <p>The Grounds Manager advised of the email’s content and informed that a project development worker had been appointed to lead on the ‘growing together project’, and as part of the role, the project development worker would be running a weekly session on the Bournville allotment site. The project development worker had already started to extend invitations to all current volunteers to a planning session. Part of the planning for the site was to include a large polytunnel. This was expected to be on site by Easter and consideration was being given to the planting of an ‘edible hedge’ down the side of the plot and along the side of the new path at the edge of the site. There was real excitement now that things were starting to take shape and an invitation to visit the site after Easter to see the exciting developments was extended. By that time it was hoped to also have in post a community engagement worker. In conclusion the email informed that good communication with the site representatives continued.</p> <p>The Allotment Club Chairman revisited the question of ratio of lecturer to student. (<i>Alliance Homes had advised in a letter to the Amenities Officer that the ratio would be 1-8</i>). The Allotment Club wished a 1-5 ratio.</p> <p>RESOLVED that: The Grounds Manager contacts Alliance Homes regarding the 1-5 ratio as requested by the Allotment Club.</p>
<p>344.</p>	<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"> • Spring clean in progress. • Half a dozen skips. • Two vacant plots. <p>In response to a Councillor’s question, members were advised that gravel would be available in the spring.</p> <p>Redpits – George Raines on behalf of Mike Tansley <i>Near Spring Hill and along Church Road.</i></p> <ul style="list-style-type: none"> • One vacant plot.

Kewstoke – Mike Phillips

Near Kewstoke Road and along Castle Road.

- Was aware that the fencing post although re-concreted with quick setting concrete would not last. However, a farmer demolished it which included a Town Council noticeboard. The farmer re-concreted the fencing post and the result was better than before, and the gate now fitted.

Hutton Moor – George Raines

Between Herluin Way and Hutton Moor Road.

- The boundary fence was leaning over into the rhyne. The site representative advised that although he would like it taken down it was not yet a priority. He would, however, contact the contractor to assess.
- Four to six vacant plots.
- Vacated plot to be split which would sort out waiting list.
- Asbestos identified when shed taken down on allotment plot.

RESOLVED that:

1. The Grounds Manager contacts the Responsible Financial Officer to seek advice on Health and Safety issues with the handling of asbestos.
2. The asbestos is not handled by anyone until further notice.

Bournville – George Raines on behalf of Cheryl Puttman

Lonsdale Avenue and Windwhistle Circle.

- One plot vacant.

Old Mill Way – Jayne Loveridge

Locking Castle

- Trying to obtain more equipment.
- When track completed there will be more allotments available.
- At the moment three allotments available.
- Fly tipping by gate. Responsibility identified and advised to contact North Somerset Council.
- Requested mature trees to be planted and funding from the trust for Old Mill Way to be used. Children have been throwing stones from the bridge and damaging green houses. Trees to be planted to afford some protection.
- Many people would like to help on the nature reserve. The Allotment Club Chairman confirmed that maintenance of the reserve was the responsibility of the Allotment Club. Reiterated the need for the track to be completed.

RESOLVED that:

1. The Grounds Manager contacts the Town Clerk to ascertain whether mature trees for Old Mill Way can be purchased through the Persimmion Trust fund.
2. The Grounds Manager visits the site at Old Mill Way to view the damage to the greenhouses and assess the situation.

<p>345.</p>	<p><i>The Allotment Club Chairman reminded committee members that information regarding allotment rent increases should be implemented a year in advance with letters being sent out at the end of March. As far as the Allotment Club were concerned, there was no need for a rent increase.</i></p> <p>RESOLVED that: The Grounds Manager would contact the Town Clerk to seek his advice regarding rent increases.</p>												
<p>346.</p>	<p>To receive and consider details of the current Allotment Waiting List</p> <p>Total requests at 2nd February 2015:</p> <ul style="list-style-type: none"> • Number of individual residents requesting allotment plots: 39 • Total plot requests: 57 <table style="margin-left: 40px;"> <tr> <td>Hutton Moor</td> <td style="text-align: right;">4</td> </tr> <tr> <td>Rectors Way (<i>Clarkes</i>)</td> <td style="text-align: right;">11</td> </tr> <tr> <td>Redpits</td> <td style="text-align: right;">11</td> </tr> <tr> <td>Kewstoke</td> <td style="text-align: right;">10</td> </tr> <tr> <td>Bournville</td> <td style="text-align: right;">10</td> </tr> <tr> <td>Old Mill Way (<i>Locking Castle</i>)</td> <td style="text-align: right;">11</td> </tr> </table> <p>RESOLVED that: The number of individual residents requesting allotment plots be noted.</p>	Hutton Moor	4	Rectors Way (<i>Clarkes</i>)	11	Redpits	11	Kewstoke	10	Bournville	10	Old Mill Way (<i>Locking Castle</i>)	11
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	<p>The next meeting was scheduled for Wednesday 25th March 2015 at 7.00 pm and there being no further business, the Chairman closed the meeting at 8.25 pm</p>												

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