

**WESTON-SUPER-MARE TOWN COUNCIL
NOTES OF THE ALLOTMENT MANAGEMENT
SUB-COMMITTEE MEETING
HELD AT GROVE HOUSE ON 4TH DECEMBER 2018**

Meeting Commenced: 7.00 pm

Meeting Concluded: 7.52 pm

PRESENT: Councillors Robert Cleland (Chairman), Ray Armstrong, Roger Bailey, Len Purnell Richard Tucker and Clive Webb.

Non-Voting co-opted members: George Raines, (Chairman of the Allotment Club) and allotment managers: Clive Wall (Rectors Way), Mike Phillips (Kewstoke) Jenny Nichols (Old Mill Way) Kevin Pearce and Steven Ellis (Allotment Committee members).

IN ATTENDANCE: Rob Thurston (Grounds Manager) and Zoe Scott (Community and Grounds Administrator).

246	<p>Apologies for absence and notification of substitutes</p> <p>Apologies of absence were received from Frank Gould.</p>
247	<p>Declarations of interest</p> <p>There were no declarations of interest received.</p>
248	<p>Minutes of the last meeting</p> <p>The minutes of the meeting held on the 25th September 2018 had been previously circulated with the agenda.</p> <p>PROPOSED BY: Councillor Clive Webb SECONDED BY: Councillor Len Purnell</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman.</p>
249	<p>Actions from the previous meeting</p> <p>The Grounds Manager considered the action list helpful and recapped on progress made.</p> <ul style="list-style-type: none"> • Monitoring the track at Hutton Moor was ongoing. • Engineers had been recruited to carry out a survey and offer a recommendation on the flooding at Old Mill way. The trough had now been installed. • Signs would be installed on the barbed top fence at Bournville Allotments once a final price from suppliers had been received. • Information for help with the website had been sent. • The senior groundsman was going to take some photos of the crumbling stone wall at Redpits. This would then be discussed with the Deputy Town Clerk/RFO. The Chairman felt this action needed to be given priority. • Further discussions had ensued with the Town Clerk regarding the play area on Bournville Allotments. The Town Clerk had requested a copy of the Allotment Club's Insurance. Ellis Whittam had visited the site as part of their annual inspection. Their

	<p>main concerns were how the equipment was not secured and was a domestic piece of equipment.</p> <ul style="list-style-type: none"> • The Grounds Manager explained due to a large piece of work on Play Areas the widening of the gates at Hutton Moor had slipped through the net but would be actioned soon.
250	<p>Grounds Manager Update</p> <p>There were no specific issues with tree inspections.</p> <p>Since the last meeting there was evidence of badger activity at Hutton Moor, near the embankment to the railway bridge. Network Rail had been contacted and they should respond within 20days. Due to the location of the activity on site it was felt most likely to be Network Rails responsibility. This situation was being monitored. George Raines confirmed he checked the site regularly.</p> <p>Kevin Pearce wondered what the likely timeframe was for hearing back from the surveyors on Old Mill Way. The Grounds Manager confirmed the survey would happen over 3 days that week and results received within 6 weeks.</p> <p>George Raines explained he had also spoken to the surveyors on Old Mill Way. They were unable to carry out the survey due to high water levels. They would schedule to return another time. The nature reserve was full of water and great crested newts, which were protected. The Grounds Manager would inform the councils surveyor of this and clarify how to move forward.</p> <p>The Grounds Manager referred to the play equipment on Bournville Allotments. The Town Clerk would be requesting a copy of the Allotment Club's insurance for clarification on liability. The Town Council had to follow a process of compliance, standards and inspections for all its play areas. This situation was an anomaly. The equipment had no safety surfacing (other than grass) and it was a domestic piece of equipment. This all lead to cause for concern.</p> <p>Kevin Pearce argued that the equipment was not open to the general public and the children would be with a parent or guardian. The Grounds Manager noted this and confirmed it had been taken into consideration. If the play area was only used by one family on one plot this would be at their risk, however this was not the case and there was no guarantee of supervision.</p> <p>A member queried the fact that the Allotment Club rented the land and did this not make it their responsibility? The Grounds Manager explained he was not qualified to make a decision and that the Town Clerk would need to advise.</p> <p>George Raines added that the play equipment benefited the allotment community. A further member was concerned that the Town Council could be liable should an accident happen and a claim was made. He suggested that one specific plot of land be handed to the Allotment Club completely. The Grounds Manager informed that all of these points were being or had been considered, nobody wanted to see a child injured at the end of the day.</p> <p>PROPOSED BY: Councillor Len Purnell SECONDED BY: Councillor Roger Bailey</p>

	<p>RESOLVED: That the subject of a play area at the Bournville Allotments site be forwarded to the Town Clerk for decision.</p> <p>The Grounds Manager confirmed that the council were waiting to hear from the Horticultural Society regarding the Trading Hut and the possibility of the Grounds Team utilising it.</p>
251	<p>Hutton Moor Badgers</p> <p>This item had already been discussed earlier in the meeting.</p>
252	<p>Allotment Club Agreement</p> <p>There were no issues to raise.</p>
253	<p>To receive verbal reports from allotment site representatives</p> <p>Rectors Way: 3 bad tenants for unworked plots. All were under notice.</p> <p>Redpits: The new representative Stephen Fry was not in attendance. George Raines explained there were a few plots not being worked.</p> <p>Kewstoke: There was still an ongoing issue with an overhanging North Somerset Council Tree. The Chairman was supposed to visit the site to take a look but had done so as yet. The Grounds Administrator would arrange a site visit. There was also some broken fencing.</p> <p>Hutton Moor: A plot holder had contact the Town Clerk directly about being served notice on her plot due to it no being worked. The Town Clerk had asked she be given until the end of November to rectify this. The plot still remained unworked and George Raines requested that the Town Clerk now write to her explaining that the plot was being revoked and that the key for the site be returned.</p> <p>Bournville: The plot holder who was keeping ducks understands they cannot. They have until January to remove them or indeed just make them residents of the nearby rhyne.</p> <p>Old Mill Way: 1 empty plot due to be re let. Other than the flooding everything was okay and running smoothly.</p>
254	<p>To receive and consider details of the current Allotment Waiting List</p> <p>Details of the current waiting lists were circulated at the meeting.</p>

WAC Allotment summary		04 Dec 2018
No of individual residents requesting allotment plots	27	Second Plot Requests
Total Plot requests	76	10
HUTTON	14	2
CLARKES	15	0
REDPITS	9	5
KEW/S	10	0
BOURN	18	2
LOCKING/C	10	2
<i>This summary will automatically update when changes are made in the Waiting List sheet and 2nd Plot requests.</i>		
<p>RESOLVED: That the number of individual residents requesting allotment plots be noted.</p> <p>The Grounds Manager announced this would be his last meeting as he was retiring at the end of January 2019. The Allotment Committee thanked him for all his help over the 6 years he had been with the council and wished him the best of luck.</p>		
<p>There being no further business, the Chairman closed the meeting at 7.52pm.</p> <p>Next Meeting Tuesday 26th March 2019, 7.00pm at Grove House.</p>		

Signed.....
Chairman

Dated.....