

**WESTON-SUPER-MARE TOWN COUNCIL
NOTES OF THE ALLOTMENT MANAGEMENT
SUB-COMMITTEE MEETING
HELD AT GROVE HOUSE ON 6th DECEMBER 2017**

Meeting Commenced: 7.30 pm

Meeting Concluded: 8.35pm

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

Non-Voting co-opted members: George Raines, (Chairman of the Allotment Club) and allotment managers: Mike Tansley (Redpits), Mike Philips (Kewstoke), Jenny Nichols (Old Mill Way), Clive Wall (Rectors Way)

IN ATTENDANCE: Rob Thurston (Grounds Manager), Theresa Donald (Amenities Officer) and Tricia Brabham (Committee Officer)

249	<p>Apologies for absence and notification of substitutes</p> <p>Apologies of absence were received from Councillor Len Purnell, and Robert Cleland</p>
250	<p>Declarations of interest</p> <p>There were no declarations of interest received.</p>
251	<p>Minutes of the last meeting</p> <p>The minutes of the meeting held on the 13th September 2017 had been previously circulated with the agenda.</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman. <i>7.31pm Councillor Ray Armstrong joined the meeting</i></p>
252	<p>Grounds Manager update</p> <p>Hutton Moor Access Track – Entrance widening/bollards The Grounds Manager advised that the Town Council had been unable to make progress with this due to budget restrictions. The likely timescale for this work would be that quotations would be obtained in March with work happening in April 2018.</p> <p>Hutton Moor – Stone for Access Track The Grounds Manager advised that he had requested the Town Council's Senior Groundsman visit the site and review the need for additional stone in the first run of drive down to the gate. If there was a health and safety risk additional stone would be ordered and put down straight away, otherwise this work would be done in the next financial year.</p> <p>The Allotment Club Chairman advised that a skip lorry had visited the site and had rode over the track well.</p> <p>Flooding on Old Mill Way The Grounds Manager had met with Phil Joules to try and understand the issues. Phil had advised that he thought the flooding was caused by a blocked culvert that runs under the railway line, that was backing up water and causing much of the problem.</p>

	<p>The Grounds Manager advised that he was not clear who was responsible for the culvert and that it needed the expertise of a drainage engineer. The Grounds Manager had originally requested Phil Joules investigate it as he thought it might be possible to alleviate the issue with service drains but it was more complicated than that.</p> <p>The Club Chairman advised that the culverts at Hutton moor were inspected by Bristol Water every three years.</p> <p>A member informed committee that the drainage board would be able to advise whose responsibility it was. The Grounds Manager advised he would contact the drainage board.</p> <p>Alliance Homes and Bournville Allotments</p> <p>The Grounds Manager advised that he had not had a chance to progress this as yet but would hopefully have an update at the next meeting.</p> <p>The Club Chairman advised that they had permission from Alliance Homes to put up barbed wire, but only verbally and not written. The Police were not concerned about the barbed wire. The Grounds Manager advised he would contact Alliance Homes.</p> <p>Kewstoke Gate Hinges</p> <p>The Grounds Manager advised that the Senior Grounds Manager had adjusted the gate and the issue was now resolved.</p> <p>RESOLVED: That the report be received and noted.</p>
253	<p>Allotment Trees update</p> <p>Hutton Moor – Poplar Tree</p> <p>Referring to the previous meeting minutes, the Allotment Club Chairman advised that there was nothing wrong with the tree, but that the ground around it moved. The Grounds Manager advised he had spoken to Steve Clark the Tree Specialist, who had advised that he did not have significant concern regarding the tree at Hutton Moor and had advised re-inspection in two years.</p> <p>Tree Inspections</p> <p>The Grounds Manager advised that the inputting of the allotment trees site data and inspection detail had been completed, and provided each allotment site rep with the corresponding tree report.</p> <p>The Grounds Manager advised that the format of the report generated by the system was one primarily designed for managing play areas, but it worked well for trees.</p> <p>The Grounds Manager advised that at the Rectors Way site some of the allotment holders had not allowed the tree inspector to undertake an inspection of trees on their plots – they were trees numbered T685, 686, 687 and 688. The Grounds Manager advised that he thought they were fruit trees, but the Town Council needed to be aware of all trees on the allotments.</p> <p><i>Cllr Webb left the meeting at 7.45pm returning at 7.47pm.</i></p> <p>The Grounds Manager advised that the risk level identified was the level of risk to the tree not the person.</p>

	<p>The Grounds Manager then talked through the report, its format and the findings and task columns, concluding that the vast majority of trees were not a concern, or risk, but the report will enable us to identify where there is an issue and can address them.</p> <p>The Chair asked if the report itemized the work the allotment club needed to do. The Grounds Manager advised that it did, but it was probably things they would be doing anyway.</p> <p>The Site Rep for Kewstoke Allotments advised that the tree at that needs to be felled is not on the list. This had been reported at the last few meetings.</p> <p>The Grounds Manager advised that a systemized approach was needed, and they were working on the actions identified. Unless they were in immediate danger he wouldn't employ a specialist to do one job, but would programme in a number of jobs.</p> <p>The Club Chair requested that the tree be prioritized as a danger.</p> <p>The Grounds Manger requested the Site Rep identify on the map the tree that he was referring to. The tree identified was not within the allotment site but in the field adjacent to the allotments, so was not under the Town Council's remit to fell it.</p> <p>The Club Chairman advised he would contact North Somerset Council to request they fell the tree.</p>
254	<p>Breakdown of Section 106 monies received</p> <p>The Grounds Manager provided the Allotment Club Chair with the breakdown of Section 106 spending as requested as the last meeting.</p>
255	<p>Issues arising from the Town Council/Allotment Club Agreement</p> <p>There were no issues raised.</p>
256	<p>To receive verbal reports from allotment site managers:</p> <p>Rectors Way – Clive Wall</p> <ul style="list-style-type: none"> • All plots let • Have had break-ins at the allotment site and two lots of chickens stolen. Assuming the person doing it has a key. The Club Chairman advised all sites except Old Mill Way had experienced theft of chickens. <p>Redpits – Mike Tansley</p> <ul style="list-style-type: none"> • Fully let <p>Kewstoke – Mike Phillips</p> <ul style="list-style-type: none"> • One plot to let <p>Hutton Moor – George Raines</p> <ul style="list-style-type: none"> • Couple of sites that aren't being worked. Will be sending them letters in the New Year, • Have received a letter form North Somerset Council about a bonfire on the 8th October as smoke blew over the road and someone complained to NSC. The

	<p>letter from NSC referred to it being a noise nuisance. NSC say they will take legal action if it happens. The Club Chairman advised that there were frequent complaints to NSC about Towns and no action taken, so was not clear why NSC were threatening them with action after one complaint. Debate ensued during which members discussed the need to demonstrate that all reasonable activities to reduce impact on local residents were being taken, including composting as much as possible and only burning where necessary and if wind is in a certain direction.</p> <p>Bournville – Frank Gould.</p> <ul style="list-style-type: none"> • Two empty plots • Making flowerbeds along school fence and putting plaque there in memory of Gerry Smart. The Club Chairman advised he had contacted Gerry Smart’s family who lived in the Midlands. • The Club Chairman advised that as a tribute to Gerry they were going to buy a cup that would be awarded each year to the best allotment site proportionally. <p>Old Mill Way – Jenny Nichols</p> <ul style="list-style-type: none"> • No empty plots 																																				
<p>257</p>	<p>To receive and consider details of the current Allotment Waiting List</p> <table border="1" data-bbox="318 984 1445 1425"> <thead> <tr> <th>No of individual residents requesting allotment plots</th> <th></th> <th>Adjustment @3rd December 2017</th> <th>Second Plot Requests</th> </tr> </thead> <tbody> <tr> <td></td> <td>51</td> <td></td> <td></td> </tr> <tr> <td>Total Plot Requests</td> <td>82</td> <td></td> <td>9</td> </tr> <tr> <td>Hutton</td> <td>16</td> <td></td> <td>2</td> </tr> <tr> <td>Clarkes</td> <td>20</td> <td></td> <td>0</td> </tr> <tr> <td>Redpits</td> <td>14</td> <td></td> <td>4</td> </tr> <tr> <td>Kewstoke</td> <td>8</td> <td></td> <td>0</td> </tr> <tr> <td>Bourneville</td> <td>15</td> <td></td> <td>2</td> </tr> <tr> <td>Locking Castle</td> <td>9</td> <td></td> <td>2</td> </tr> </tbody> </table> <p>RESOLVED: The number of individual residents requesting allotment plots be noted.</p>	No of individual residents requesting allotment plots		Adjustment @3rd December 2017	Second Plot Requests		51			Total Plot Requests	82		9	Hutton	16		2	Clarkes	20		0	Redpits	14		4	Kewstoke	8		0	Bourneville	15		2	Locking Castle	9		2
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	<p>There being no further business, the Chairman closed the meeting at 8.35 pm.</p> <p>The next meeting was scheduled for Wednesday 14th March 2018 at 7.00 pm.</p>																																				

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