



419/14

DAMAGE TO THETFORD COMMUNITY ASSOCIATION  
GREENHOUSE

Councillor D Crawford was not included in this discussion.

The Allotment Officer informed the meeting that a greenhouse belonging to Thetford Community Association located on their allotment plot on London Road had been badly damaged as a result of a tree, belonging to Thetford Town Council, blowing down in strong winds and smashing the greenhouse.

Mr Ambridge told the meeting that an allotment holder on the Mundford Road site may want to dispose of his greenhouse.

Councillor T Lamb proposed and Councillor M Spencer seconded that the cost of moving an old greenhouse could potentially be more than replacing the damaged greenhouse. He felt that the greenhouse should be replaced like for like.

A vote was taken:	For the motion	3 votes
	Abstained	1

**RECOMMENDATION: That the greenhouse belonging to Thetford Community Association on their plot on London Road site be replaced like for like following damaged caused by a fallen tree belonging to Thetford Town Council.**

420/14

INSURANCE FOR BEE KEEPERS

The Allotment Office advised the meeting that this subject had arisen following an enquiry about keeping bees in a public place and information received that insurance is required by anyone keeping bees. The Bee-Keeping Society states that hives should be at least 15 metres from a public path. Mrs Coghlan a bee-keeper herself said that as a member of the Society insurance cover was included.

Councillor M Spencer proposed and Councillor D Crawford seconded that a clause be added to the Allotment Tenancy Agreement stating that anyone keeping bees should have the required insurance cover.

**RECOMMENDATION: That a clause be added to the Allotment Tenancy Agreement stating that anyone keeping bees should have the required insurance cover.**

421/14

FEE NOTIFICATION + TERMS AND CONDITIONS

Notification of payments due from allotment holders for year 2014-2015 need to be done shortly and the period to be allowed for plot holders to pay their annual fee was discussed. Councillor Mrs S Armes proposed and Councillor M Spencer seconded that plot holders should be informed that they have 28 days from the 11<sup>th</sup> October each year to make payment for their plot/s. If payment is not made within 28 days then an automatic Notice to Quit will be issued.

**RECOMMENDATION: That plot holders should be informed that they have 28 days from the 11<sup>th</sup> October each year to make payment for their plot/s. If payment is not made within 28 days then an automatic Notice to Quit will be issued.**

422/14

#### USE OF THETFORD HEALTHY TOWN GRANT MONEY

Discussion was continued from last meeting with regard to using money from Thetford Healthy Town grant to create new allotments. Councillor D Crawford informed the meeting that he had not been able to get any more information regarding the land at Elm Road.

Councillor M Spencer suggested land on Mallow Road which may be suitable, which is owned by Breckland Council.

Councillor Mrs S Armes proposed and Councillor D Crawford seconded that Breckland Council are approached with a view to the land on Mallow Road being sold to Thetford Town Council to create allotments.

**RECOMMENDATION: That Breckland Council are approached with a view to the land on Mallow Road being sold to Thetford Town Council to create allotments.**

423/14

#### PLOT NUMBERING

The subject of renumbering of allotments plots was discussed at the request of Councillor Mrs S Armes. Finding plots on most sites is extremely difficult and renumbering would make inspections and judging for competitions a much easier task.

Councillor Mrs S Armes proposed and Councillor D Crawford seconded that the person from Seetec working with the Works Team should be used to renumber all plots. The Allotment Officer agreed to draw up a plan for renumbering which should be approved by site representatives before renumbering is commenced.

**RECOMMENDATION: That the person from Seetec working with the Works Team should be used to renumber all plots, once a plan of renumbering has been agreed.**

424/14

#### REQUEST FROM A MEMBER OF THE PUBLIC

A copy of a letter from Mr Alan Beard an allotment holder and member of Mundford Road Allotment Club was tabled at the meeting and discussed.

The rise in allotment fees was mentioned although this was a subject discussed fully at a previous meeting when the increased fees were agreed and therefore cannot be changed. There had been many prior years when no increases were made, resulting in a larger increase now in order to come into line with charges made by other councils.

Mr Ambridge reported that one person on the Mundford Road site was not going to continue with their plot as a result of the increase in fees.

Mrs Woods informed the meeting that where there are genuine hardship the TGAC would be happy to consider helping with the fees in a completely anonymous way via the Council.

The supply of water, which is included in the fees makes up a considerable share of the allotment expenses, together with general maintenance on the sites. Councillor D Crawford suggested that a breakdown of costs per site for water, be supplied at committee meetings in future. Mr Beard enquired about the water charges and it was confirmed that the lowest rate possible is being paid for water supplied to allotments.

Mr Beard suggested that some maintenance, e.g. grass cutting could be done by allotment clubs. It was agreed that the health and safety aspect would be looked into and reported back at the next meeting. If possible this would be a help but all sites may not be able to provide such help.

Mr Beard also mentioned NCC funding, but no such funding exists.

A schedule of expenditure and income for allotments was tabled including general maintenance. This figure does not include the time taken by Council personnel, but merely materials etc. for maintenance and as such actual costs are greater than shown on the schedule. It was agreed that the Town Clerk should reply by letter to Mr Beard.

425/14

INSPECTIONS/WAITING LIST

The Allotment Officer reported that on the recent inspection on 6<sup>th</sup> August 2014, 23 Notice to Quits had been agreed. At present there are 30 people on the waiting list.

426/14

PRESS RELEASES

No press releases but details of TGAC Annual Show and Mundford Road Allotment Club Macmillan Coffee Morning to be put on Website and Facebook. There should also be a mention that there was a generally good standard of plots when inspected in August and that when thefts occur they should always be reported to the police by the plot holder.

427/14

ITEMS OF URGENT BUSINESS

None.

428/14

DATE OF NEXT MEETING

The date of the next meeting will be Wednesday 19 November, 2014 at 10.00 a.m.