

MINUTES OF THE MEETING OF THE ALLOTMENTS COMMITTEE,
HELD ON WEDNESDAY 20th FEBRUARY 2019, IN THE COUNCIL CHAMBER,
KING'S HOUSE, THETFORD, STARTING AT 1.00 P.M.

Present:

Councillors:

B Canham
C Harvey (Vice Chair)

D M Crawford
Mrs J Hollis

Officers in attendance:

Ros Barnett
Karen Robinson
Carl Higgins
Chris Crimmen

Deputy Town Clerk
Allotment Officer
Allotment Works Team
Committee Secretary

Councillor C Harvey asked for a minutes silence and paid tribute to the work of Councillor John Newton.

The meeting was preceded by a 15-minute Open Forum, starting at 1.00 p.m. when members of the public and representatives of the press were invited to address the Committee.

Open Forum

- An allotment holder requested the combination locks are changed to self-scrambling to stop the locks being left open.
- An allotment holder asked if item number 738/18 Tenancy Agreement review could be discussed with the allotment representatives for an informal meeting.
- An allotment holder asked if the fence on the Bury Road allotments could be repaired to stop wildlife entering the site.
- An allotment holder asked if the Annual Allotment Flower Show competition will be supported by the Town Council.
- At the end of the Open Forum it was agreed to hold the informal meeting with the allotments clubs representatives on Thursday 7th March 2019 starting at 3 p.m. at the Guildhall.

732/18 **ELECTION OF COMMITTEE CHAIRMAN FOR THE REMAINDER OF THE MAYORAL YEAR 2018/9**

Chair:

RESOLVED: That Councillor J Hollis be elected Chairman of the Allotments Committee for the remainder of Mayoral year 2018/19.

733/18 **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**

None.

734/18 **APOLOGIES FOR ABSENCE**

None.

735/18 **MINUTES**

RESOLVED: The minutes of the Committee's meeting, held on 18th October 2018, received by Full Council on the 30th October 2018, confirmed as a true record and signed/initialled by the Chairman.

736/18 **ACTION POINTS**

- A notice requesting allotment holders to scramble the combination locks after entry to the allotments – Completed.

- To obtain more details on the charity offering to clear the allotments – this is on the agenda 746/18.

- 737/18 **HEALTH & SAFETY**
The Committee H&S representative stated he will carry out an inspection of the Allotments. He will inspect the fencing issue at the Bury Road allotments.
- 738/18 **TENANCY AGREEMENT REVIEW**
The Chairman reported that this subject would be discussed at the informal meeting.
- 739/18 **WAITING LIST - VACANT PLOTS - INSPECTIONS**
The Allotment Officer reported there were 57 vacant plots and 14 residents on the waiting list. Works on the allotments have been limited as the Works Team have been focussing on office moves and the closure of Telford Way. There will be an extra effort made in March/April to clear plots for residents on the waiting list.
- 740/18 **BUDGET**
The budget has been spent and the additional £10,000 added last year will not be forthcoming next year. There were no carry forwards to consider.
- 741/18 **CORPORATE PLAN OBJECTIVES**
Councillors considered draft objectives for 2019/2020 for the Allotments Committee. There followed a discussion and Councillor B Canham proposed and Councillor Harvey seconded:
**RESOLVED: That the Allotment Committee priority for 2019/20 is:
To work with the constituted allotment clubs and their representative to improve the condition of the allotment sites and promote community engagement, healthy eating and social interaction (see Appendix A).**
- 742/18 **CORRESPONDENCE & COMPLAINTS**
The Deputy Town Clerk reported that the Council had received a letter from a Charity who had received a notice to quit asking for the decision to be reversed. At this point Councillor B Canham declared a non-pecuniary interest. After a discussion it was agreed that the tenant would be given another 6 months to improve the plots. The Works Team will remove the barbed wire at the rear of the allotment. The Council had received an email reporting that allotment sheds had been broken into and chickens stolen. The police had been notified.
- 743/18 **COMMUNITY ENGAGEMENT**
To promote the allotments in March and April.
- 744/18 **COMMITTEE OFFICERS UPDATE**
None.

Chairman.

ACTION POINT	BY WHOM	BY WHEN
An extra effort made in March to clear the waiting list.	The Allotment Team	During March/April