

MINUTES OF THE MEETING OF THE ALLOTMENTS COMMITTEE,
HELD ON THURSDAY 7th JULY 2016, IN THE COUNCIL CHAMBER,
KING'S HOUSE, THETFORD, STARTING AT 10.00 A.M.

Present:

The Mayor – Councillor T J Jermy

Councillors:

D M Crawford
Mrs S J Armes
Mrs J Hollis

J Newton (Chairman)
C Harvey

Officers in attendance:

R Carter	Allotment Officer
N Thompson	Works Team Member
C Ashmore	Admin/Finance Apprentice

Also in attendance:

B Farrell, Chairman of Thetford Garden and Allotment Club
Mr A Beard, Member of Mundford Road Allotment Club - Agenda Item 981/15
Mrs I Rout – Representative for Icknield Way and London Road Sites

The meeting was preceded by a 15-minute Open Forum, starting at 10.00 a.m. when members of the public and representatives of the press were invited to address the Committee.

Mr R Ambridge and Ms K Seal raised their concerns relating to maintenance issues on Mundford Road Site where problems are reported but they reported that nothing is being done. They were advised that the Works Team has been understaffed for a considerable amount of time and that the work e.g. hedge trimming and strimming will be dealt with as soon as possible. They also reported that there is a build up of rubbish along the fence line which seems to emanate from people outside the allotments. They were advised that a large amount of rubbish had been cleared but has obviously built up again.

The Meeting commenced at 10.00 a.m.

- 128/16 ELECTION OF COMMITTEE CHAIRMAN AND VICE CHAIRMAN FOR THE MAYORAL YEAR 2016/17
Chair
RESOLVED that Councillor J Newton be elected Chairman of the Allotments Committee for the Mayoral year 2016/17.
Vice Chair
RESOLVED that Councillor Mrs J Hollis be elected Vice Chairman of the Allotment Committee for the Mayoral year 2016/17.
- 129/16 DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS
Councillor Mrs S J Armes wanted it noted that she has a connection with the RSPCA.
- 130/16 APOLOGIES FOR ABSENCE
None.

- 131/16 MINUTES
Resolved the minutes of the Committee's meeting, held on 10th March 2016, received by Full Council on 29th March 2016, to be confirmed as a true record and signed/initialled by the Chairman.
- 132/16 ACTION POINTS
The Chairman advised the meeting that due to staff changes it was necessary to only deal with priorities for the coming months and that this would be discussed next.
- 133/16 ALLOTMENTS COMMITTEE PRIORITIES
The Chairman led a discussion to agree the top three Allotment Committee priorities to the end of September 2016. The following three priorities were agreed:
1. Allotment Rules – Task and Finish Group to be formed along with some allotment holders to arrive at a more appropriate set of rules.
 2. Finances regarding ability to maintain sites.
 3. Maintenance – to produce a schedule of work required and a plan and timescale for achieving targets.
- 134/16 ITEMS OF URGENT BUSINESS
None.
- 135/16 PRESS RELEASES
None.

Chairman.

ACTION POINT	BY WHOM	BY WHEN
Chase removal of gates from perimeter fence and closing of hole under a gate at Mundford Road Site	Works Foreman	Ongoing
Trees on Mundford Road Site to be lopped	Works Foreman	Ongoing
Replacement/repair of fence between Cemetery and Icknield Way Site Third Quote to be acquired and a special meeting to be called to discuss and decide	Works Foreman	ASAP