



**Minutes of the Virtual Meeting of Allotments Committee on
Monday 7th December at 7:00 pm.**

Present: Cllrs Rymer, (Chair), Taylor & Yates
Clerk: Rebecca Hill
Assistant Clerk Katie Dugdale

Members of the Public: Three plot holders were present.

AC268: Public Participation

Dog Meadow An allotment holder requested an update on the clearance of plots 13A & 13 B. A concern was also raised relating to the silting up of the sunken waterhole on plot 30A. A request was also made to have the agenda sent to individual email addresses for allotment committee meetings. Another tenant raised concerns about plots 8A and 8B flooding which appears to have worsened since 2016. A request was made to investigate this further.

AC269: Apologies: To record and approve reasons for absence

RESOLVED: To approve reasons for absence from Cllrs Catherwood, Linley and Balsamini.

AC270: Code of Conduct - Localism Act 2011: To record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda.

No interests were recorded.

AC271: To approve Cllr Yates membership of the Allotments Committee

RESOLVED: That this be approved.

AC272: Dog Meadow

a) **To receive comments and correspondence from allotment holders**

Cllr Taylor raised the recent regulatory update from National Govt relating to Avia Flu

RESOLVED: To notify all plot holders who have hens by letter of the new restrictions on keeping poultry and notices to be displayed at both Allotment sites.

Plot Clearance for Dog Meadow 13A & 13 B and 11A-2 was discussed, and it was

RESOLVED: To clear 11A-2 first. The Clerk was asked to liaise with the Handyman and arrange for tools and manpower required.

Drainage issue relating to the silting up of plot 30A. after discussion it was

RESOLVED: That the clerk to liaise with the handyman, the tenant to arrange a site visit and agree a schedule for works to be completed.

Notification to tenants of future Allotment Committee meetings. After discussion it was **RESOLVED: That the dates would be added to the newsletter and a calendar of dates prominently displayed in advance of the meetings.**

Drainage issues around 8A & 8B, after discussion it was

RESOLVED: To arrange a site meeting and liaise with the Handyman and arrange an estimate of costs to investigate via camera.

Cllr Yates queried the change of status from a footpath to a bridleway along Brockholes Lane and how this may affect future drainage of the Allotment site.

RESOLVED: The clerk to contact NYCCC to find out what the proposed upgrading works involved.

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b) Email from tenant regarding broken culvert. The Clerk provided an explanation of the content and the Council noted the details.

c) Report of unstable drystone wall

The Clerk reported the information provided by the neighbouring farmer detailing the dangerous state of parts of the wall alongside plots 1A and 5B and the effect a few trees were having on the subsidence of the wall. After discussion it was

RESOLVED: To authorise the repair of the wall and any trees causing damage to the wall.

AC273: Cammock Lane

a) To receive comments and correspondence from allotment holders

No comments were received.

b) Email from tenant requesting their allotment to be measured. After discussion it was

RESOLVED: T advise the tenant that there were no immediate plans to remeasure plots.

AC274: Plot Inspections 2020

a) Update and seek approval to terminate tenancies where there is a breach of the agreement.

The assistant clerk gave details of the plot inspections that were carried out on 4th December 2020. Most plots were cultivating at least 50%. A note was made of those which had not been cultivated at all however in the circumstances no action will be taken. After discussion it was

RESOLVED: to note the report of the allotment inspections and a further update to be provided at the next meeting on the 22nd February 2021

b) To review the draft community allotment tenancy.

RESOLVED: To approve the draft community tenancy agreement with the clarification that clause 10 to be amended to say, *“The Tenant shall only use permeable sheeting designed for horticultural use that is in accordance with approved specification”*. This amendment will also apply to all tenancy agreements with effect from April 2021 and be re-issued with the rental reminders and a new booklet detailing all allotment guidance and policy.

A draft policy relating to the handover between tenants of sheds, polytunnels, and greenhouses to be circulated to Council prior to the meeting on 21st December 2020.

AC275: Waiting Lists and Vacant Plot

a) To receive an update from the assistant clerk

The assistant clerk provided a written report and updated with new figures, confirming there were 11 people on the waiting list and there were 2 vacant plots on Cammock Lane and none on Dog Meadow. However, letters to tenants who have still not paid may mean plots may become available. After discussion it was **RESOLVED:** to note the waiting list and vacant plots.

AC276: Financial Update 2020-21

The Clerk provided an update as to what percentage of the budget was still available to spend on works.

RESOLVED: To note the financial update and once quotes had been received the Clerk should advise the Council if works required at Dog Meadow would be covered by the funds available.



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AC277: To receive the National Allotment Society AGM and conference 12th June 2021

RESOLVED: To note the date of the meeting and to investigate if the Council will receive the minutes from the meeting.

AC278: Future Agenda Items & Date of Next Meeting: Monday 22nd February 2021 at 7pm

To receive a further update on allotment vacancies

The meeting finished at 19:49