

**Minutes of the Virtual Meeting of Allotments Committee on
Monday 22nd February 2021 at 7:00 pm.**

Present: Cllrs Rymer, (Chair), Taylor, Catherwood & Yates

Clerk: Rebecca Hill

Assistant Clerk: Katie Dugdale

Members of the Public: Five plot holders were present.

AC280: Public Participation

Dog Meadow An allotment holder raised concerns about the flooding on plot 4A (1) and the neighbouring plots. They raised concerns that their plots were not connected to the drainage system. They would also like to be notified when any works relating to drainage are carried out at the site and what disruption this would cause.

Another tenant echoed the comments in relation to the drainage issues and agreed that the flooding has worsened over the past 3 years.

Another tenant offered their assistant in meeting with the drainage contractor and expressed concern in relation to the flooding taking place on site.

A tenant raised concerns over structures in a severe state of repair that had been left by previous tenants on her plot.

AC281: Apologies: To record and approve reasons for absence.

RESOLVED: To approve reasons for absence from Cllrs Balsamini.

AC282: Code of Conduct - Localism Act 2011: To record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda.

Cllr Catherwood recorded an interest in AC283 a)

AC283: Dog Meadow

a) To receive any correspondence from allotment holders

Email received from Plot Holder 31 relating to flooding at the Dog Meadow site. The information was noted. It was **AGREED** that a copy of the plot maps would be issued to tenants for them to mark on areas affected by flooding.

Email received from Plot Holder 8A/8B relating to the flooding. The information was noted.

Email received from Plot Holder 4A (1) relating to the flooding. The information was noted.

Correspondence received from Plot Holder 28A relating to the removal of old structures on their plot left from previous tenants. After discussion it was **RECOMMENDED** that the structures would be removed on this occasion. The tenancy agreement has been updated to include the following "*Any fixed or temporary structures including compost toilets, buildings, poly tunnels, paving etc to be removed on the termination of the tenancy or a charge will be invoiced for the cost of removal, or an agreement to be made directly with the new tenant*".

Correspondence received from a plot holder relating to the alleged sale of eggs by another plot holder. Cllr Yates provided an update with the allotment laws. See **AC288**.

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b) To receive estimates for Drainage works and approve a contractor.

After discussion it was **RECOMMENDED** that Contractor A carry out Drainage works at Dog Meadow.

c) To consider repair work to the wall side of the culvert in Plot 30A.

After discussion it was **RECOMMENDED** that the walls are monitored for any further damage and to defer this item to the next meeting of the Allotments Committee meeting on the 24th of May 2021.

d) To arrange another date to complete the clearing of Plots 11A (2) and 13A & 13B

Plot 11A (2) has now been cleared and is ready for the new tenant. After discussion it was **RECOMMENDED** to leave the clearing of Plots 13A & 13B until the drainage investigation and work had been carried out.

AC284: Cammock Lane

a) To receive any correspondence from allotment holders and agree action as appropriate

No correspondence was received.

b) Email from Giggleswick Parish Council regarding Giggleswick residents holding plots on allotments in Settle Parish

The information was noted. It was agreed to revisit this item when the committee are able to meet in person.

AC285: Plot Inspections 2021

a) To arrange inspection date/s

RESOLVED: Plot inspections & the compliance of new hen policy are to be carried out in early May and a further update to be provided at the next meeting on the 24th of May 2021.

AC286: Waiting Lists and Vacant Plot

a) To receive an update from the assistant clerk

The assistant clerk provided a report, confirming there were 12 people on the waiting list and there were 2 vacant plots on Cammock Lane and none on Dog Meadow.

After discussion it was **RESOLVED:** to note the waiting list and vacant plots.

AC287: Financial Update 2020-21

The Clerk provided a report, which was forwarded to Councillors prior to the meeting, detailing an update as to what percentage of the budget was still available to spend.

RESOLVED: To note the financial update.

AC288: To review and update current policy and agreements to keep poultry.

The current policy and application form for keeping hens or rabbits is to be updated and issued to all plot holders who keep hens. After discussion it was **RESOLVED** to reduce the number of hens per tenant to 8 and to remove page 2 of the hen agreement model template.

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AC289: Future Agenda Items & Date of Next Meeting: Monday 24th May 2021 at 7pm

RESOLVED: Future Agenda items:

- a) Drainage Report from investigation / repair work
- b) Clearing of plots 13A & 13B
- c) Plot Inspections Report
- d) Update on tenants who keep hens
- e) To consider repair work to the wall side of the Culvert and if the plot is to be relet or turned into wildlife area

RESOLVED: It was agreed the next meeting of the Allotments Committee should be held 7 p.m. on Monday 24th May 2021.

The meeting finished at 20:02