

22nd September 2021

**Bradwell Road Allotment Committee Meeting
Stantonbury Parish Council
held on
Wednesday 22nd September 2021**

Committee Members:

Cllr G A Davison
Cllr L Morgan (Chair)
Cllr C Northwood
Cllr P Kirkham

MINUTES

	15-minute session for members of the public to speak	Action
14/21	<p>Present: Cllr L Morgan (Chair) Cllr C Northwood Cllr P Kirkham</p> <p>Cllr S Kennedy – non committee member Paul Hyde – Parish Ranger Mrs S Tozer – Minute Taker</p> <p>3 Members of the public were present</p>	
15/21	<p>Apologies: Cllr G A Davison</p> <p>Accepted 3 votes for</p>	
16/21	<p>Declarations of interest None</p>	
17/21	<p>Chairs Remarks LM advised the meeting that SPC were visited (a spot check) by the Health & Safety Executive last week, who were inspecting our compliance with COVID regulations. The HSE advised that all businesses should still be adhering to the</p>	

2-2021-2022 ACM 22.9.21

SignedL Morgan.....

Date21/03/2022.....

	<p>COVID regulations. This includes both the Wylie building and the allotment site.</p> <p>ST to ensure that the allotment toilets have supplies of hand sanitiser and wipes.</p>	ST
18/21	<p>Minutes:</p> <p>To approve and sign the Minutes of the Allotment Committee Meeting held on 28th June 2021.</p> <p>These were agreed as a correct record.</p> <p>Accepted 3 Votes for</p>	
19/21	<p>BATs</p> <p>DO raised the question as to when SPC would be reintroducing the Grants Policy as BATs are waiting to purchase a new shed and have applied for a Grant to be able to finance this. LM advised that the updated Grant Policy is being presented to SPC Finance Committee very soon, then to the Main Council meeting to adopt.</p> <p>DO queried whether empty plots could be turned around quicker for tenant occupancy.</p> <p>PH advised that there is a procedure that needs to be adhered to regarding the take up of vacated plots as some do need to be tidied up, however PH is happy to show the prospective tenants and if they wish can take over the tenancy 'as seen'.</p> <p>PH agreed to order more ground covering material to place on allotments which have been vacated but have not been re-allocated to a new tenant.</p> <p>PH advised the meeting that the removal of rubbish from Plot D1 should be completed next week and then this plot would then be ready for renting and will then be shown to the next person on the waiting list. DO suggested taping off the pathway to the shed as a temporary measure until BATs install their shed.</p> <p>PK asked if plot D1 should be halved. PH advised that he would measure the plot and then a decision be taken as to whether it should be halved would be made.</p> <p>DO queried the new positioning of the plot numbers, which he advised have in the past been installed on the right-hand side of the plot but are now being positioned on the left-hand side of the plots. PH advised that this was for practicality that they were being installed on the left-hand side.</p> <p>The Allotment T&Cs will be updated in line with the new recommendations and circulated to tenants.</p> <p>Allotment Open Day July 2021 – DO thanked the PC for sharing this event on social media, and newsletter and that it was well supported by SPC Cllrs and the community.</p>	PH

	<p>The Harvest and Craft show in September was also well attended and DO thanked Cllr CN and her husband for being judges at the event.</p> <p>TVP recently hosted a tool marking event at the allotment site and DO confirmed that a few people had turned up to have their tools marked up.</p>	
20/21	<p>Financial Update</p> <p>To agree the rent of .45p m2 for 2022/2023 period</p> <p>LM asked the Committee to agree to the increase in rent from .38pm2 2021-2022 to .45p m2 from September 2022 (2022-2023).</p> <p>Accepted 3 votes for</p>	
21/21	<p>Removal of Perimeter Chain Link Fence</p> <p>PH agreed to remove the remaining perimeter fence at the allotment site and will arrange a date with DO and BATs to carry this out.</p> <p>PH advised the meeting that there was a lot of nettles outside the perimeter, which is Parks Trust land. LM confirmed that she will be meeting with the Parks Trust very soon and will discuss whether they could remove these prior to the removal of the fencing.</p> <p>LM advised that she had met with McDonald's management this week, and reported that with the new restaurant nearing completion in Linford Wood they are keen to get involved with the local community and at some stage would like to visit the allotment site.</p>	<p>PH/DO</p> <p>LM</p>
22/21	<p>Parish Ranger Report</p> <p>PH noted that some of the ridings have not been cut, but with the plot numbers defining which riding tenants are responsible for, this will erase the problem. He confirmed that the plot numbering should be completed in a couple of weeks.</p> <p>He also advised that the one metre line at the back of plots is not being adhered to on some plots and will be writing to the plot holders to uphold this as set out in the SPC allotment T&Cs.</p> <p>On the whole however the allotment site is running smoothly, and PH has removed some rubbish for tenants from the site.</p> <p>LM requested that as soon as a plot holder decides to leave the plot, perspective tenants are shown the plot without delay. DO offered to show people around if PH was not available, especially on a weekend. LM thanked him for the offer.</p>	<p>DO</p>

23/21	<p>Update Allotment T&Cs The T&Cs are to be updated to indicate which riding the tenant is responsible for the upkeep (left-hand side). Once updated and signed off at the next Main Meeting they will be sent to allotment tenants.</p>	
24/21	<p>Waiting list and plot requests 31 Currently people on the waiting list.</p>	
25/21	<p>Best Kept Allotment Competition RW reported that this was discussed some years ago and he thought it was not a good idea. DO agreed that this could cause conflict between plot holders, and it was therefore decided not to take this forward.</p> <p>RW asked how the current inspections are carried out and if they were recorded on paper and then entered onto a database. He also queried whether the persons carrying out the inspections were qualified to do so. PH confirmed that the procedure SPC undertakes when carrying out plot inspections is adopted from the National Allotment Society. PH also acknowledged that some planting could be subjective.</p> <p>LM asked if DO or a member of BATs Committee could accompany SPC staff on allotment inspections. PH reminded the meeting that it was the responsibility of SPC to send out letters to plot holders if their plots are not up to standard.</p> <p>LM asked the Committee to vote for PH/ST to engage with BATs and invite them to the allotment inspections. Agreed 3 votes for</p> <p>DO informed the meeting that BATs were possibly looking to combine the Harvest/Open day as one event next year.</p>	PH/ST
26/21	<p>Change of Gate Code from 1st November 2021 Tenants will be advised accordingly by ST.</p>	ST
	<p>Date of Next Meeting To confirm the dates for future meeting.</p> <p>Monday 21st March 2022 Monday 20th June 2022 Monday 19th September 2022</p>	