

WOODBURY PARISH COUNCIL

MINUTES OF A MEETING OF THE ALLOTMENTS COMMITTEE HELD in THE DU BUISSON ROOM, VILLAGE HALL, WOODBURY ON 2 November 2015 at 7.30pm

Present: Cllrs R Bartlett & Mrs C McGauley: Mr N Batten, Mr G Joyce, Mrs G Newton and the Assistant Clerk, Mrs M Westlake were also present

AC341 ELECTION OF CHAIRMAN: Mr G Joyce was proposed unanimously and accepted the appointment (P/S: McGauley/Newton – AIF).

AC342 MINUTES: The Minutes of the proceedings of the Allotment Committee meeting held on 19 February 2015 were received and confirmed as a correct record (P/S: McGauley/Newton – AIF).

AC343 APOLOGIES FOR ABSENCE: Apologies for absence were received from Mr J Langley (work commitment) and Cllr P Bricknell (unwell). These were accepted by the Committee.

AC344 DECLARATIONS OF INTEREST: None were declared.

AC345 ACCOUNTS & FINANCES: The Committee received a document showing the current financial position of both sites (App A). Consideration was then given to the amount of funding required from the Precept for 2016/2017. A discussion took place as to probable expenditure required for the forthcoming year:

- (i) **Woodbury** – refurbishment of shed during winter months £200
strimming of paths and surrounds £15 per cut
- (ii) **Woodbury Salterton** – additional cuts of grass on site, as half the field remains uncultivated
(cost unknown)
rotovator hire/use to create 3-4 new plots (cost unknown)

It was agreed to request an amount of £200 from the Precept for Woodbury to cover the extra winter costs. It was further agreed that the decision regarding the amount to be requested for the Woodbury Salterton Allotments be deferred until the final funds available figure had been established. The Assistant Clerk would confirm whether payments had been made for the recent work to install water troughs on site.
(P/S: Joyce/McGauley – AIF)

AC346 CONDITION OF PLOTS & CURRENT WAITING LIST: WOODBURY

- a. ***To identify any untended or untidy plots and consider what action should be taken:*** Cllr Bartlett reported that he had walked the site with Gill Newton earlier that day and the majority of plots were looking in good order and very productive. Plots 16a & 17a had not been tended. The Chairman advised that he would speak directly with the plot holders concerned and confirm if they wished to continue.
- b. ***To discuss any vacant plots & the current waiting list:*** Gill Newton advised that she is considering splitting her plot to make another half plot. Plot 10b had recently become available and would be allocated as per the waiting list. Plots 17a, 17b & 20b have not signed agreements and payments are outstanding for 17b & 20b. Letters have been sent by the Assistant Clerk and Graham Joyce would be kept informed. There are currently 3 names on the waiting list.
- c. ***To discuss rubbish left on site, particularly thrown against hedges and consider providing a skip for clearance:*** There is a quantity of general rubbish on the site which was now looking unsightly. It was suggested that any wood or burnable materials could be disposed of by means of a communal bonfire this week. Any other materials i.e. plastics would need to go in a large skip. It was proposed that the skip be funded from Parish Council funds, emphasising that the provision was a one-off and it would tie in with the refurbishment of the shed as plot holders would need to clear items at that time. The Chairman would investigate costings with a local skip hire firm and confirm prior to the next Full Council Meeting.

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WOODBURY SALTERTON

- d. To identify any untended or untidy plots and consider what action should be taken:* Mr Batten confirmed that whilst the majority of plots were well tended there were two Plots which had not been worked (Plot 5 and Plot 12). Both these plots had outstanding agreements and payments due. It was agreed that the Assistant Clerk would provide Mr Batten with the contact details of the plot holders in order that they can be contacted. A short discussion took place as to the merits of clearing plots prior to a new plot holder taking over.
- e. To consider placing an advert in the Woodbury News for vacant plots:* With the possible creation of 3 or 4 new plots, a large area of the field still remaining and only one name currently on the waiting list it was proposed and agreed to place an advert in the next edition of the Woodbury News. Mr Batten volunteered to create and distribute a poster and flyers locally which could also be publicised on the Village website.
- f. To agree the purchase of a communal shed following a £750 locality grant payment received from County Councillor Mrs Channon:* A short discussion took place but in the absence of Cllr Bricknell it was decided to defer this item until the next Committee Meeting. The concrete base was already in place but the size of the shed needed to be agreed and priced with Sheds Direct. It was likely that additional funds would be required for the purchase. Mr Batten commented that the communal shed would be very useful as a holding area for leftover/surplus produce from plots.

AC347 CHANGE TO COLLECTION OF RENT PAYMENT DATE (WOODBURY): The Assistant Clerk reported that the majority of plot holders had responded and altered their Standing Order authority collection date to 1 January 2016. A final reminder would be sent this month and a finance check carried out in mid-January to ensure all payments had been made.

AC348 RENT INCREASE: It was agreed unanimously that no rent increase was necessary for either site at this time. An annual review to take place in October/November each year, prior to the Budget negotiations.

AC349 DATE OF NEXT MEETING: The date of the next meeting currently arranged for Monday 22 February 2016 was confirmed. This would follow the Parish Council Planning meeting.

There being no further business the meeting closed at 8.58pm

Signed: Date