

**Minutes of the Allotments Management Committee**  
**Meeting held on Wednesday 20<sup>th</sup> September 2017 at 19.00hrs in the**  
**Hullbridge Parish Council Office**

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**Present:** Plot holders: I Burrell, J. Delesalle, J. Baker, Ms D Gant, R. Wilden, Cllr D Jeffery, Cllr D. East, T. Rees, B Hayes and Clerk: Mrs AM Bates

**21. Apologies**

21. None

**22. Approval of Minutes**

22.1 Minutes of the meeting held on **14<sup>th</sup> June 2017** were approved and adopted previously by the Full Council. Chairman signed the minutes.  
Members noted that Cllr Mrs L Spencer has resigned from the Parish Council and Committee.

**23. Declarations of Interest - None**

**24. Public Participation**

24.1 No public attended.

**25. Allotment Plot Holder Changes / Inspection and Competition**

25.1 The Clerk updated Members with the recent changes and numbers on our waiting list (9).

25.2 Members noted that the following was observed at the recent plot inspection:

Plot 14 / 29 – Overgrown no work has been done – letter to terminate tenancy has been sent.

Plot 43b, 60, 96, 103 – first letters, overgrown plots

Plot 20 – letter sent and response to advise that they have been on holiday and we now rectify.

Plots 31 / 76b now back and will rectify plots.

Plot 79 just re-let.

**ACTION:** Clerk to send a list to all of the Committee Members.

25.3 It was queried why other inspections are taking place and not advertised when we have two main Committee plot inspections and they are on the noticeboard. The Committee discussed and it was agreed that in the agreement it states plot holders must keep their plots in a good order, the Committee is there to make sure this is complied with and additional inspections and action taken should be exercised on an ad hoc basis. Plot holders are to be advised on the Notice that ad-hoc inspections may be conducted in addition to the two main inspections.

26. **Requests for permission for Sheds / Greenhouses / Poly Tunnels**

26.1 Sheds / Greenhouses/Poly Tunnel - Plots 51A and Plot 80 – agreed subject to the size /position as per the agreement.

27. **Allotment site**

27.1 Coppicing work has been completed on some of the trees on the right-hand.

27.2 Boundary Issue is being investigated.

27.3 Produce being taken off plots without permission is being monitored.

27.4 The Working Party is on 20/21<sup>st</sup> October and will remove the rubbish on the Boundary with Blountswood, repair of footpath near plot 29 and preparation of the bonfire (pallets needed).

28. **Next meeting:**

28.1 Plot Inspections 10<sup>th</sup> April 2018 the Plot Inspections will be carried at 10am.

28.2 Future meetings 18<sup>th</sup> April 2018 starting at 19.00hrs at the Parish Council Office.

28.3 Clerk apologised on behalf of the Parish Council to those Committee Members who are involved in the Annual Garden Association Competition as there was a mix up regarding the banners advertising the event. The matter has been resolved and our Policy has been discussed and updated. Positions of banners was forwarded to the Committee and they were advised that the Banners are their responsibility.

**Meeting Closed at 19.45hrs**

Anne-Marie Bates

Clerk to the Council

Chairman \_\_\_\_\_

Date \_\_\_\_\_