

Minutes of the Allotments Management Committee

**Meeting held on Wednesday 22nd September 2021 at 19.00hrs in the
Hullbridge Parish Council Office**

Present: Plot holders: R. Wilden, J. Baker, Ms. D Gant, T. Rees, C. Chitambala, Mrs N Harding (Clerk), Mrs J. Mullett (Assistant Clerk). Visiting: 1 member of the public, Cllr Conner Agius

13. Apologies

13.1. David Jeffery, John Baker, Cllr Jane O'Brien.

14. Approval of Minutes

14.1 Minutes of the meeting held on **23rd June 2021** were approved and ratified previously by the Full Council. Chairman; Roy Wilden signed the minutes.

15. Declarations of Interest - None

16. Public Participation

16.1 A plot holder advised of their concerns regarding the use of wildlife cameras at the allotment site. The plot holder voiced concerns of privacy issues. This is discussed further on point 17.4

17. Allotment Plot Holder Changes / Inspection/Competition/Insurance

17.1 Members noted that rent renewals had been issued and a handful of rents had been received to date; new rent prices were noted and advised that plot holder only insurance was included in the rent

17.2 Members noted the number of people on our waiting list, currently at 28 (18 of those Parishioners).

17.3 Inspections update: Plot inspections took place on 7th & 8th September 2021, it was noted that 10 allotment plots were in an unacceptable condition.

ACTION: Phone calls/letters will be sent from the Parish Office to affected plot holders and a re-inspection of those plots 2 weeks after the letters have been sent/calls made.

17.4 CCTV/wildlife cameras discussion and complaint – A plot holder raised concerns over data protection in relation to wildlife camera's possible capabilities of audio and visual recording. After discussion it was suggested a set of guidelines for the continuation/installation of wildlife cameras was required. This recommendation is to be discussed for agreement at the next Full Council Meeting on 11th October 2021.

ACTION: Item to be added to next Full Council Agenda by the Clerk.

17.5 Members noted that there were no overdue allotment insurance owing from 2020-2021

17.6 Allotment competition – Members noted that plot 33 Sue Oates won 1st place, plot 32 Gail Stone won 2nd place and Sue Mullins plot 70 won 3rd place.

Continued 09.2021

17.7 Tree felling – Members noted that the Clerk had advised that 2 more quotes were required by the Full Council and that this was going to be discussed at the next Open Park and Spaces committee meeting on 29th September 2021.

ACTION: Clerk to raise at the next Parks, Open Spaces & footpath meeting.

17.8 It was discussed that the turnout of September's inspections was poor and that more members need to participate in the inspections. It was noted that members said the 2 dates offered interfered with work and other schedules and so it has been agreed going forward a week long set of dates will be offered to improve the uptake of volunteers.

18. **Allotment site**

18.1 Vacant plots – None

18.2 Wasp nest – Members noted that a pest control company had undertaken the elimination of a wasps nest that was in the compost heap at the front of the car park. The Chairman advised that this undertaking was indeed successful.

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

19.1 77b – permission for green house – agreed.

20. **Memorial Tree and plaque for former chairman and memorial plaque for past/lost plot holders in the wild flower meadow.**

20.1 - Update from the Chairman was that the plaque for all past deceased plotholders was installed and that a tree and plaque was in process of being finalised for previous Chairman Ian Burrell. The Chairman is in conversations with Ian's wife to further this along. It is believed that the tree is a Weeping Cherry approx. maximum growth height of 2m.

21. **Administration**

21.1 Date agreed for next Working Party Friday 29th and Saturday 30th October 2021, subject to weather

AGREED

21.2 Bonfire date – Beginning of November, weather dependant; a notice will be put up on the noticeboard ahead of time.

AGREED

22. **Next meetings:** Members agreed below dates

22.1 Plot Inspections: 1st week in April 2022 at time to be confirmed nearer the time

22.2 Meetings: Wednesday 20th April 2022, all at 19:00 at the Parish Council Office.

Meeting Closed at 20.00hrs

Julie Mullett
Assistant Clerk