

**Minutes of the Allotments Management Committee**  
**Meeting held on Wednesday 29<sup>th</sup> May 2013 at 19.00hrs in the**  
**Hullbridge Parish Council Office**

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**Present:** Plotholders: I Burrell (Chairman) J Baker, J Delasalle, Ms D Gant, Mrs B Hayes, Cllrs. D East, Mrs D Hoy, D Jeffery.  
Clerk: Mrs AM Bates

**1. Election of Chairman**

- 1.1 Cllr D Jeffrey *proposed* and Ms D Grant *Seconded* Mr I Burrell for the Office of Chairman. All Members agreed

**2. Apologies - None**

**3. Election of Vice Chairman**

- 3.1 Cllr Mrs D Hoy *proposed* and Cllr D East *Seconded* Ms D Grant for the Office of Vice Chairman. All Members agreed.

**4. Declaration of Acceptance of Office**

- 4.1 All non-Councillors signed a Declaration of Acceptance of Office form

**5. Approval of Minutes**

- 5.1 Minutes of the meeting held on 4<sup>th</sup> March 2013 were approved and adopted on 11<sup>th</sup> March 2013 by the Full Council. Chairman signed the minutes.

**6. Matters arising from minutes not on the agenda - None**

**7. Allotment Inspection**

- 7.1 Members of the Committee conducted the Inspection on 28<sup>th</sup> May 2013 and Members have agreed for the following plots to be sent a "First Letter" regarding the state of their plots.  
Plots : 108 / 70 / 66 / 56 / 57 / 69a / 31b  
RESOLVED : - Clerk to send above plot holders the "First Letter"
- 7.2 Members also agreed to send Plot 94 a letter regarding his greenhouse which is not fit for purpose and should be removed or repaired, also that the grass needs to be trimmed.
- 7.3 Members also agreed to forward a recommendation to Full Council that the "First Letter" should only allow two weeks not four weeks for plot holders to rectify their plots.  
RESOLVED – Clerk to put recommendation on the Full Council's Agenda.
- 7.4 Boundary – no comments

**8. Requests for permission for Sheds / Greenhouses**

- 8.1 RESOLVED – Members agreed to Plots 58C and 64 shed requests  
8.2 RESOLVED – Members agreed to Plot 93b Greenhouse request.

**9. Re-siting of Manure Heap**

- 9.1 Ms Grant advised that the manure heap is going quickly and moving back, members noted.

**10. Plot 76b Fruit Trees**

- 10.1 The Committee do not appear to have received a response from the plot holder.  
The fruit trees will have to be kept at a miniature level.

Cont: 29.05.13

**11. Washing of tools, boots and produce in water tanks**

11.1 RESOLVED – Members agreed that the above items must not be washed in the water tanks, Clerk to do a notice.

**12. Allotment Competition**

12.1 RESOLVED – Members agreed that out of the possible 30 plots 12 will be chosen on 25<sup>th</sup> June for the Judge on 9<sup>th</sup> July. (Trophy returned to Clerk – 2012 Winner John Baker to be added)

**13. Rent Review**

13.1 Cllr D Jeffrey proposed that each plot is increased by £2.50 and Cllr D East proposed that half plot increases by £1, full plot £2 and non Hullbridge Residents half plot £1.50 and full plot £3  
RESOLVED – Members agreed to Cllr D East proposal and to forward this recommendation to Full Council, Clerk to put on the Full Council agenda.

**14. Review Charge for the hire of the Parish Strimmer**

14.1 RESOLVED – Members agreed to recommend to Full Council that the strimmer hire increases from £1 to £5 (the hirer pays for the fuel)

**15. Compensation for Committee Members who carry out repairs**

15.1 Cllr D Jeffrey proposed and Cllr Mrs D Hoy seconded the proposal for the three Committee Members (Ian/John/John) who carry out numerous general repairs at the Allotment Site have their plot free of charge.  
RESOLVED – Members agreed to the recommendation, Clerk to put on the Full Council's agenda. It was already noted that those plot holders who do work on the Working day received a discount (£2.50) Mr I Burrell to provide list of those plot holders that turned up last year.

**16. Next meeting:** Monday 2<sup>nd</sup> September 2013 at 19.00hrs, Inspection will be carried out on Tuesday 27<sup>th</sup> August 2013.

Chairman \_\_\_\_\_

Date \_\_\_\_\_