

Minutes of Hullbridge Parish Council Allotments' Management Committee held on Monday 6 June 2011

Present: I Burrell (Chairman), J Baker, Cllr. H Dunmow, Cllr. D East, Ms D Gant, Mrs B Hayes, A Seaman, Cllr C Theobald

Declaration of Acceptance of Office – plotholders co-opted to the Committee signed their Declarations of Acceptance of Office.

Election of Chairman

Cllr. C Theobald nominated - Mr I Burrell
Mr J Baker seconded

There were no further nominations. Mr Burrell was elected Chairman for the forthcoming municipal year.

Election of Vice-chairman

Cllr. C Theobald nominated - Ms D Gant
Cllr H Dunmow seconded

There were no further nominations. Ms D Gant was elected Vice-Chairman for the forthcoming municipal year.

Minutes of meeting held 7 March 2011 that were approved and adopted on 11 April 2011 were signed by the Chairman.

Matters arising – none.

Allotment Inspection

- a) **Plot inspection:** this was carried on Tuesday 31/5/2011 by Cllrs. D East, C Theobald, Ms D Gant and A Seaman. It was agreed letters should be sent to
 - 94 only quarter of plot worked
 - 21/22, tidy up end of plots
 - 83b – back end needs tidying
 - 77 – uncultivated and shed in dangerous condition
 - 76 – needs tidying
 - 34 – too much grass, needs cultivating, not allotment compliant
 - 70 – more grass than crop
 - 76a – number missing
 - 58b – more plot to be cultivated
 - 103 – no sign of cultivation
 - Adj. 68 – no number
 - 73 – larger area needs to be cultivated – too much grass
 - 110b – under cultivated.
- b) **Greenhouse inspection** – no problems
- c) **Boundary inspection** - no problems

Request of sheds/greenhouses – it was agreed to give permission for a shed on plot 45a and a greenhouse on 108. The greenhouse to be sited on the far side of the plot at the rear, away from the carpark.

Report on water tanks over winter period – there were five leaks when the water was turned back on after the winter. Mr A Sobey had repaired them. Clerk to write a letter of thanks and offer reimbursement for any expenses incurred.

Rent review – it was agreed to recommend to the Council that rents should remain unchanged.

Request for a beehive to be sited on plot – concern was expressed regarding the proximity of adjacent plotholders working near a beehive. It was agreed to defer this matter to the next meeting – the Clerk to make further enquiries.

Overgrown hedge on Lower Road – a complaint had been received regarding the hedge that needed cutting back outside the allotments which impeded vision to oncoming traffic. It was agreed this would be cut back at the next work party.

Trees at rear of plot 85 – a letter had been received regarding two trees at rear of plot 85 which were considered dead and potentially dangerous. The Council had agreed to include these trees to be cut down/back when the contractor visits Kendal NR. Mr I Burrell and Mr J Baker to inspect the trees.

Next work party – 19/20 August

Termination of tenancy letters – it was agreed the time between the first warning letter and final termination of tenancy was too long (3 months) and in future warning/termination letters would be sent out as per the tenancy agreement (2 months). Next inspection of plots regarding the letters sent as per the last inspection would be 5 July.

Half plots – it was noted that there were now only two full plots that would be halved to accommodate residents on the waiting list. It was agreed that after that time any full plots that became vacant would be offered to those who currently have a half plot and apply for a full plot (their half plot to be relinquished to the next person on the waiting list). A list to be drawn up by the Clerk after a notice being put on the board at the allotments and the attention of this procedure being put in the next rent renewal letter to plotholders. Those who had plots the longest would be put at the top of the list.

Chairman _____

Date _____