

## **Minutes of Hullbridge Parish Council Allotments' Management Committee meeting held 23 May 2012**

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**Present:** Plotolders: I Burrell (Chairman) J Baker, J Delasalle, Ms D Gant, A Seaman, Cllrs. D East, Mrs D Hoy, D Jeffery.

**Apologies:** Mrs B Hayes

**Co-opted Members** – signed their declaration of Acceptance of Office

### **Election of Chairman**

Mr J Baker nominated	-	Mr I Burrell
Cllr D East seconded		

### **Election of Vice-chairman**

Mr I Burrell nominated	-	Ms D Gant
Mr A Seaman seconded		

**Minutes of meeting 5 March 2012** that were agreed and adopted on 12 March 2012 were signed by the Chairman

**Matters arising:** it was reported the boundary fence panel had been replaced

**Allotment Inspection** - Plotolders I Burrell, J Baker, Ms D Gant, Cllrs. D East, Mrs D Hoy, D Jeffery attended the inspection held on 22 May.

- a) **Plots:** 1b 42b 45a 69a 81 90a were to be sent letters about uncut grass paths around the plots. 57, 83a were to be sent 1<sup>st</sup> warning letter, 58a 1<sup>st</sup> warning letter and request to remove broken glass. 103, 107 to be asked if they wished to relinquish half or all allotment.
- b) **Greenhouses:** no problems
- c) **Boundary:** no problems, however the farmer to be requested to lower the hedge after birds have finished nesting on opposite side of Lower Road eastwards as this was beginning to obscure vision of oncoming traffic.

### **Requests for permission**

- a) **Sheds:** it was agreed to recommend permission be granted to 1c for a shed
- b) **Greenhouses:** it was agreed to recommend permission be granted for a greenhouse on plot 101.

**Allotment Competition** - it was confirmed the Allotment Competition would be held on Tuesday 17 July and would be judged by Mrs Heather Brickwood. It was agreed that this year, due to the cost of postage, letters would not be mailed to every plotholder advising of the competition, but a prominent poster would be put on the Allotment notice board. Application forms for the competition would be available from Parish Office.

**Rents 2012/2013** – the balance at the end of 2011/12 from allotments' rents was £1.31. However during that year there were one off items that totalled £381.00. Mr I

Burrell proposed, Mr J Baker seconded and it was resolved to recommend to full Council that rents remain at the current rate for 2012/13.

**Work Party:** a work party was arranged for 12/13 October. The ditch adjacent to the allotments on Lower Road was discussed. Members considered whether it would be safe to clean out the ditch if it was deemed necessary. It was not clear who was responsible for the ditch. This item to be added to the next agenda.

**Maintenance of Water Troughs** - it was reported that none were currently leaking however it was agreed Mr J Baker would carry out an audit and report to the next meeting. This item to be placed on the next agenda.

**Clause 3 of Allotment Tenancy Agreement** –since the previous meeting a husband and wife who worked two plots had passed away within weeks of each other. The daughter, a Hullbridge resident, had requested that she take over the two plots. After consultation with the Chairman and as this was an exceptional case the plots were temporarily transferred to the daughter, with a review to take place at the next meeting prior to 2012/13 rent renewal. The Committee confirmed the decision as the Tenancy Agreement signed by the original tenant dated November 1998 stated “tenancy shall be terminated on the annual rent day after the death of the Tenant”. The wording had subsequently been changed in 2009 for new Tenants which stated the plot would be offered to spouse/partner but did not include the wording regarding termination on the annual rent day after death. To clarify this matter it was agreed to recommend amendment to the wording that would apply to all tenants. A notification advising of this amendment would be included to all ploholders with the annual renewal letters in 2012.

“On the death of the Tenant

- (a) The plot would remain with the family, if they so wished, until the annual rent renewal day
- (b) Following this date the spouse/partner, if he/she so wishes, could take over the plot.”

**Requests for items on the next agenda** – none

21.38hrs meeting was closed.

Chairman \_\_\_\_\_

Date \_\_\_\_\_