

Minutes of the Allotments Management Committee
Meeting held on Wednesday 18th April 2018 at 19.00hrs in the
Hullbridge Parish Council Office

Present: Plot holders: I Burrell, J. Delesalle, J. Baker, Ms D Gant, R. Wilden, Cllr D Jeffery, T. Rees, B Hayes and Clerk: Mrs AM Bates
Visiting Cllr Mrs L Campbell-Daley and Mrs Mullett (Admin)

1. Apologies

1.1 Cllr D. East sent his apologies which were accepted.

2. Approval of Minutes

2.1 Minutes of the meeting held on **20th September 2017** were approved and adopted previously by the Full Council. Chairman signed the minutes.

3. Declarations of Interest - None

4. Public Participation

4.1 No public attended.

5. Allotment Plot Holder Changes / Inspection and Competition

5.1 Committee Members noted the recent plot changes and numbers on our waiting list (10).

5.2 Committee Members noted that a list of plot holders whose plots are not up to standard has been made and these will be reviewed in a couple of weeks due to the recent bad weather and letters will be sent as required. The Clerk reminded the Committee that Inspections should be carried out across the site for all plots with the new Agreement in mind.

5.3 RESOLVED- The Annual Allotment Competition will take place on Tuesday 3rd July 2018 and the Judge will be Mr. Brickwood.

6. Allotment site

6.1 Boundary Issue discussed, no action to be taken, also a boundary line will be put along the stretch from plots 27-39 between the site and Blountswood.

6.2 Produce being taken off plots – currently no issues arising.

6.3 Ditch and Culvert issues have been raised with Essex County Council Highways and will be chased.
ACTION-Chase ECC

6.4 Damaged trees to the front of the site have been checked by the Parish Council GMO and our Tree Contractor has been contacted to assess the trees, possible work may be required.

6.5 Plot 31A – Viewing platform – The Plot holders have met with Councillors and discussed the request for the platform's removal, this was agreed at 10th July 2017 Full Council Meeting. This request still remains and the Plot holder will be notified.

Cont.: 04.2018

7. Requests for permission for Sheds / Greenhouses / Poly Tunnels

- 7.1 Sheds / Greenhouses/Poly Tunnel - Plots 29/56/58b have applied for a greenhouse and the Committee agreed these subject to the size /position as per the agreement.

8. Agreement

- 8.1 The Clerk explained to the Committee about the new General Data Protection Regulations and copies of the Privacy Notice was given to each Committee Member which they signed. The Clerk reminded the Committee that any Allotment matters discussed and resolved at Parish Council level must be supported by the Committee.
- 8.2 Committee Members noted that most of the New Tenancy Agreements had been signed and returned only four plot holders have been chased. It was confirmed that if a Plot holder does not sign the Agreement it will presumed that they wish to relinquish their plot and this process will commence.
- 8.3 The current Committee Members confirmed that they will be happy to remain on the Committee for 2018/2019. It was noted that a poster had been put up on the Noticeboard in case any other plot holder wished to join the Committee.

9. Next meeting:

- 9.1 Plot Inspections 12th June 2018 / 11th September 2018 / 9th April 2019 the Plot Inspections will be carried at 10am.
- 9.2 Future meetings 20th June 2018 / 19th September 2018 / 17th April 2019 starting at 19.00hrs at the Parish Council Office.
- 9.3 Working Party 20/21st October 2018

Meeting Closed at 19.40hrs

Anne-Marie Bates
Clerk to the Council

Chairman _____

Date _____