



## Chard Town Council

The Guildhall, Fore Street, Chard, Somerset TA20 1PP

Tel: 01460 239567 [www.chard.gov.uk](http://www.chard.gov.uk)

**Mayor Cllr. Garry Shortland Town Clerk Zoe Truong**

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### **Minutes of the Annual Allotment Holders meeting held on Monday 16<sup>th</sup> October 2017 in the Auditorium at 6:30 pm**

#### **Present:**

Councillors: J Baker (Chair)

#### **In Attendance:**

Teresa Turnbull – Administration Officer

There were No. 17 members of the public present and No. 0 members of the press present

The meeting started at 6.30 pm

Allotment administration report -The following report was read out.

There are 181 managed plots at Chardstock Allotments

164 plots are full size and 17 half sized.

2017-22 Vacant plots -15 full size 7 half size (2016- 15 Full and 3 half size).

Currently at 87.85% Occupancy.

No waiting lists.

Allotment Inspection took place on 27<sup>th</sup> September 2017

Notice that Rents for 2017/2018 will increase

With effect from 1<sup>st</sup> October 2018 charges will be as follows

Standard plot £24.60

Half size plot £13.30

This is a 2.6% increase in line with the retail price index to cover inflationary costs.

The lock code will change as of 23<sup>rd</sup> October – new code was quoted on invoices.

There is Payroll costs increase, labour costs £900 increase, why?  
Could we please have a breakdown of how allotment income is spent? The 2016/17 budget breakdown.

What is the License fee? **This is an administration fee**

The council don't look to make a profit from the allotments, the budget is set using historical data and the money is there if needed but not spent if not needed. Budget report is available on the website.

**Jason will obtain a budget report and can discuss at the next forum meeting and email.**

The slope at the entrance requires attention –**Amenities to review**

Bottom fence broken – **Amenities to review**

Plots sizes vary, 31/01,02,03,04 all vacant but all very small –**Size of these plots can be reviewed.**

What has been done to avoid letters being sent out to wrong people – **We have now issued a very clear map to the amenities for use at inspection times.**

Issue with weeds on vacant plots – **Amenities spray but can only use certain chemicals.**

Tank T2 still broken -**Amenities to review**

Can a up to date copy of terms & conditions be emailed to Bob Adams -**Yes**

Could the process of removing people with unsatisfactory results be reviewed/Inspections increased? **If inspections are increased this will have an effect on admin/payroll costs - Further inspection can be made for those who have received letters.**

Would it be possible to receive an email of inspection date, in order for a member to be present? **Jason to review**

The Allotment Holders meeting is held annually. There are also quarterly meetings of the Allotment Sub-Committee held by the Council. It was agreed the next meeting date would follow next inspection in December or early January 2018.

**There being no further business the meeting finished at 7.20pm**