



# Chard Town Council

THE GUILDHALL, FORE STREET, CHARD, SOMERSET TA20 1PP

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

TEL: 01460 239567 FAX: 01460 261661

Mayor: Cllr Garry Shortland Town Clerk: Zoe Truong

---

## Minutes of the **Allotment Forum** meeting of Chard Town Council held on Wednesday 14<sup>th</sup> June 2017 in the Town Hall at 6:00 pm

### **Present:**

Councillors: J Baker (Chair); Mrs. S Wyatt

### **In Attendance:**

Andy Bourner – Acting Operations Manager

Teresa Turnbull – Administration Officer

There were No. 8 members of the public and No. 0 members of the press present

The meeting started at 6.00 pm

### **Minutes of last meeting**

Minutes of the last meeting were made available if required

### **Matters arising from the last meeting**

None

### **Report from the Allotment's Administrator.**

The following report was read out:

Since the last meeting held on 9<sup>th</sup> March, we have allocated a further 9 plots.

Occupancy is up 5% from the last meeting and currently at 87% occupancy with 23 Vacant plots - 5 half size and 18 Full size available.

14 Letters were sent out following unsatisfactory inspection results.

Will be producing an annual newsletter update to be sent out with Invoices in October.

## **Update on the most recent allotment inspection and actions taken.**

Allotment Inspections were carried out on 10<sup>th</sup> May this identified strimming/spraying and clearing that was required on several vacant plots, which has since been completed.

14 Plots were noted as unsatisfactory due to the condition of their plots, these will be checked for improvements during the next inspection due in July.

## **Any other business**

If a plot holder is unable to maintain their plot due to health reasons, are they able to cover the area? It was agreed that this is the best action in order to keep the area tidy, allotment administrator should also be notified in order to make a note for upcoming inspection reports.

Plot holder enquired if she was able to swap one of her 2 plots in order to be closer together? Allotment administrator will look at the plots in question and contact plot holder directly to discuss.

Are we able to keep Bees on the site? This is currently outside the lease agreement we have in place with the land owner.

There was an issue in April with somebody taking items from other people's plots. If items are being stolen please contact the police in the first instance but also email The Town Clerk and Jason Baker to make aware.

Are there any restrictions on hose pipe use? Can they be connected to the tanks to fill up butts? Allotment administrator to review current rules and advise Jason Baker.

Can a security fence be put up around the site? Jason Baker to review.

Water tank (T2) has broken ball valve. Amenities to review.

Allotment forum meeting notice to be advertised at allotment site, in Howards Row and on the Website.

Next meeting will be in August, Date TBC.

**There being no further business the meeting finished at 6.30pm**