



Chard Town Council

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

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Mayor Cllr. Garry Shortland

Minutes of the Allotment Forum meeting of Chard Town Council held on Wednesday 6th February 2019 in the Auditorium at 6:30pm

Present:

Councillors: J Baker (Chair)

In Attendance:

Shirley Pitman – Outdoor Services Manager
Teresa Turnbull – Administration Officer

There were No. 11 members of the public present and No. 0 members of the press present

The meeting started at 6.30 pm

Apologies received from Mr. Mike Lee, Mr. John Smart, and Mr. John Vincent

Has everyone seen the minutes from the last meeting of the 24th October 2018? Yes

Matters arising from the last meeting

Regarding letters not being sent out during the summer last year, in relation to sheds on the allotments. Some members present were not happy that these letters had not been sent. Members present noted that there were items that had not been accounted for in the budget figures ie:- postage, strimmers etc.

The allotment holders were informed that unfortunately, figures will never be 100% accurate. For example, if a strimmer is used 1000hr a year maybe only 10 will be used at the allotment site.

What do the payroll costs cover? Work carried out by the Amenities team and administration costs.

What do Amenities do? They trim vacant plots/ remove any fly tipping/change locks/attend to any issues that arise.

Someone suggested that they do not trim the plots very well. This will be mentioned to them and if there are any issues at the time with the work carried out report it to Teresa.

There are a few plots that require attention which are vacant, if not need action. Teresa can check if they are vacant and if not can look at action if required.

Can you clarify why the budget for 2017/2018 had gone up by £960.00? also postage had a zero figure. Will find out why. Also would it be beneficial for RFO to attend next meeting to clarify details.

Have the minutes of the last meeting been actioned? :-

More notice of next meeting be given, the last meeting was cancelled/rescheduled at late notice, was everyone notified? No

Map of vacant plots is now being displayed and updated monthly.

Vacant plots are being strimmed albeit not to everyone's satisfaction.

Land - It is the intention of the Council to renew at the end of the lease, it is the Councils Statutory duty to provide an allotment site, therefore we do realise that if the landowner did not want to renew the agreement than we would need to find an alternative site.

Dog bins - there is one located at the entrance to the park, if one was placed inside the allotment site it would encourage non allotment holders in with dogs. It was agreed that a dog bin would not be placed inside the allotment site.

Could one be placed further up the hill? That is outside the remit of the allotment meeting.

Tanks - current issue of people inserting their watering cans etc into the tanks and polluting water with pesticides, some tanks don't fill and it appears they have very little pressure in the tanks as you go up the hill – May be a problem with the ball valves. Could we have taps? Firstly, we will carry out an initial investigation/service of all the tanks and look at best way of maintaining etc.

Locks we now have a spare padlock in stock

Top gate - Agreed at last meeting that it was best to keep the top gate as access –Still issues with lock, stiff hard to open/close. Bottom lock is used all the time so remains loose. We can alternate the top and bottom locks when dog bins are emptied in that area.

Could a commercial grade padlock be fitted? Same as the Cemetery. Yes this can be done and fitted by next meeting.

Allotment Administrator read out following report

There are 181 managed plots at Chardstock Allotments

164 plots are full size and 17 half sized.

There are currently 163 occupied plots at Chardstock Allotments

February 2019 – 18 Vacant plots (13 full size and 5 half size)

October 2018 - 17 Vacant plots (12 full size & 5 half size)

90.06% Occupancy.

Number of Plots Terminated between 23.10.2018 and 04.02.2019: **9**

New Allotment Holders between 23.10.2018 and 04.02.2019: **8**

No waiting lists

Allotment Inspection took place on 13th December 2018. 13 Letters sent.

Any other business

Sheds and greenhouses- The Tenancy agreement states that written permission should be received from the council to put a shed greenhouse or poly tunnel on your plot- Does CTC do this? No, but in future acknowledgment can be sent when greenhouse/shed application is received.

We can send out a Shed/Greenhouse application to everybody in October together with all necessary paperwork with the annual invoices.

The wording in the form/agreement states we may only have one- either a shed, Greenhouse or Poly tunnel. We can look at the policy at the next Guildhall & Amenities meeting- we can include something in the agreement that states retrospectively that members with 2 or more already is ok.

Contact details - form will be sent out in pack in October to update email address etc so we can send a blanket email re. meetings etc. will include Teresa's Email in order for people to contact with any issues

Policy on fences around plots? T&C can be sent out with the pack in October

We will be looking at a different means of communication in the near future in addition to phone and email. We will keep you updated.

How long do people have to pay invoices? Invoices are sent out on the 1st October which stipulates the invoice to be paid within 30 days. They are then given 30 days notice to vacate the plot. Clarification required from RFO.

Suggested date of the next meeting is 3rd April 2019. Evening is preferred at 6.30pm

There being no further business the meeting finished at 7.32pm