

MINUTES OF A MEETING OF THE ALLOTMENTS COMMITTEE OF HUMBERSTON PARISH COUNCIL HELD ON MONDAY 24th OCTOBER 2016 AT 8.20 PM AT WENDOVER HALL, HUMBERSTON

Present: Cllr. Bailey (Chairman)
Cllrs. Scoffin, Tuplin, Stevenson and Robinson

Apologies: None

There were 2 representatives from HAHA present.

1) Apologies for absence

None – all present.

2) Declarations of Interest under Code of Conduct 2012

None made.

3) To receive report from Clerk on follow up to last inspection, to receive correspondence back from tenants and agree any necessary actions including date for further follow up visit

Clerk and Chairman reported on telephone call feedback from two tenants with both Clerk and Chairman of Committee speaking to those concerned. Chairman also spoke to one tenant during allotment visit later in month. All of those tenants who had responded had received an explanation of the protocol and its purpose. Two plots had already seen work starting to be carried out.

One tenant had emailed and advised that no work had been done, but that it now would be and it was now being carried out.

A tenant had written a formal letter asking for the monitoring letter to be rescinded. Members agreed it should not be and asked that the Clerk write back to the tenant advising of the protocol and that the letter would not be rescinded.

It was also agreed regarding another plot, that a request to lay carpet be refused. The request was not from the plot holder themselves and it was agreed that this not be allowed. Concern over no known address for this tenant and although verbally notified through a third party that this tenant would not renewing it was agreed that letter be posted on allotment giving 28 days of receipt of letter to contact the Clerk themselves and advise of new correspondence address or the Council would have to consider rescinding the tenancy. All plots would be part of ongoing checking on next visit.

4) To receive update from Clerk on new tenancies and any vacant plots and agree any necessary actions arising

Clerk advised no vacant plots and there had been additions to waiting list. Notice had been received that some tenants would not be renewing their tenancy in February 2017 but this would be awaited after renewals had occurred and the Clerk, as usual, would then produce a list of vacant allotments. It was agreed that one or two allotments of those which may become vacant, might be suitable to be halved and this would be considered at renewal time.

5) To consider correspondence regarding an allotment matter from Chair of HAHA and agree any necessary actions

Chairman of HAHA advised Committee of concerns relating to an allotment matter and it was agreed that everyone should be treated with respect, both on the site and off the site. It was agreed that the Chairman

of the Committee make a short statement at the next Council meeting advising that rules and regulations should be adhered to and that everyone should be treated with respect and courtesy at all times.

6) To approve all actions agreed to go to next full Council meeting for endorsement

That following actions be taken:

- Letter be sent to tenant who had received monitoring letter, that letter would not be rescinded and that the protocol would be followed as appropriate.
- That request for carpet to be laid on plot be refused and that since no known address had been obtained for tenant that letter be sent advising address must be forthcoming within 28 days or tenancy would be considered for recission.
- That vacant plots, after renewal date of 01.02.17, be considered whether suitable for half plots
- That the Chairman of the Committee makes a statement at the next full Council meeting concerning courtesy, respect and adherence to the rules of the allotment tenancy agreement at all times.
- That next inspection take place on 4th November at 3.00 pm.

7) To agree date for next allotment inspection visit by Committee and Committee meeting

Agreed 4th November 2016 at 3.00 pm and then Committee meeting to be held by agreement with Clerk and Chairman of Committee.

For information from HAHA –

The Association notified Clerk of leak to tap and have repaired it fully and accepted the cost. Committee members thanked the Association for this.

On a particular plot, the compost bin had fallen into the path and made it safe on the other side.

Chairman closed the meeting at 9.00 pm.

Signed:

Date: