

**MINUTES OF AN ALLOTMENT COMMITTEE MEETING
HELD 10TH NOVEMBER 2022 AT THE QUEEN STREET COMMUNITY CENTRE**

1/Allot 22-23 Attendance and Apologies

- a. Attendance:
Present were Cllr J Dyche, Cllr S Codie, Cllr J Maun and two site representatives.
Cllr J Dyche Chaired the meeting.
- b. Apologies for Absence: None

2/Allot 22-23 Declarations of Interest

Cllr J Dyche is also a plot holder.

3/Allot 22-23 Terms of Reference and Powers to Act

The Committee resolved to accept the proposed terms of reference for the Committee. There followed a discussion about the legislation and regulations underlying Allotment Sites. This included the need to think more than a year ahead to change the rent/ tenancy agreement.

4/Allot 22-23 Future Management of the Site

The Committee discussed the history of the site, previous Council's attitude towards the site and the current Council's acceptance of the need for some investment in the site. Areas voiced for consideration included the fencing, the provision and maintenance of plot sheds. This included the sheds that Council had provided pre 2013. The long vacant and overgrown plots are to be cleared and covered to make them more appealing for prospective tenants. This work is to be done by the landscape contractors who were originally contracted to 2 visits a month in the growing season. Volunteers are also to be utilised. Some ideas were suggested to better manage the access to the water. The current standing taps to which trailing hoses are attached is capable of being abused. The Committee is to reinstate routine inspections provided for in the tenancy agreement using a standard multiple part form is to be provided. Concerns have been raised by plot holders over the safety of the site and the number of keys now in circulation. The Clerk is to obtain more anti climb paint for the top of the entrance fences and gate.

5/Allot 22-23 The committee reviewed a draft Newsletter to be circulated to the tenants.

Chairman: Date: