

# **Allotments committee meeting – 22<sup>nd</sup> February 2023**

## **Bill Chafer Youth and Community Centre, Bramley, S66 1TS**

Meeting commenced at 12:12pm.

Vice Chair D Hardwick opened the meeting and introduced those present.

### **1.00 Present**

- 1.01 Chair M Brown
- Vice Chair D Hardwick
- Cllr D Cooke
- Cllr D Tattersfield
- Clerk R Thompson
- Jan Proctor

### **2.00 Discussion**

- 2.01 Vice Chair confirmed the hand over for 1<sup>st</sup> March; Clerk R Thompson noted 21 tenancy agreement forms have already been returned.
- 2.02 Clerk R Thompson confirmed she has the list of allotment holders names, but not information on plot numbers or contact information as secretary B Shaw hasn't provided them. Chair M Brown noted these issues have been happening for years.
- 2.03 J Proctor noted that she had previously expressed to B Shaw that she was unsure on what he was finding unclear; she stated that from her understanding the Parish Council had asked for the lists that he had available and was uncertain as to why he was having issues sending them.
- 2.04 J Proctor also noted that she has seen work being done on an older plot so there is clearly a new plot holder working it but was unsure on who it was or whether they had been at the top of the waiting list. Cllr A Cooke mentioned that currently there is no transparency in how it is being run.
- 2.05 Clerk R Thompson noted it will be £16 a year for the tenancy rent for this year, £18 next year.
- 2.06 With regards to creating a map of the plots and arrangement of the allotment sites, Clerk R Thompson highlighted the cost of £50 to have a drone fly over and map it. J Proctor mentioned the allotments have a simple layout and plots are clearly marked so didn't feel it was worth spending the money; Clerk R Thompson and Vice Chair agreed.
- 2.07 Clerk R Thompson confirmed the deadline for people submitting the new tenancy agreements is the end of March, at which point those not returned with have 28 days' notice to vacate the plot.
- 2.08 Clerk noted plans to meet B Shaw and C Ainley to go through the final handover during which she confirmed she would ask for information regarding combination lock codes, AGM minutes from the recent meeting, alongside a list of plot numbers/names.

- 2.09 Vice Chair D Hardwick stated B Shaw needed to be made aware that any contact with the Clerk or discussions he wanted to have going forward needed to be pre-arranged and scheduled in; Clerk R Thompson mentioned she had already made him aware of this.
- 2.10 Chair M Brown expressed his main issue is that B Shaw had presented himself and the Clerk as dishonest with the full council and parishioners which is not the case.
- 2.11 J Proctor mentioned some people seem to not fully understand what the new role of the Parish Council will be with the allotments so suggested handing out paper copies highlighting the roles to eliminate any confusion. Clerk R Thompson agreed to produce an outline of responsibilities and contact points.
- 2.12 Clerk noted in the tenancy agreement it outlines what the responsibilities are; J Proctor noted that one of the tenants cuts the grass and keeps it really neat and tidy.
- 2.13 Chair M Brown noted that the on site 'shed/shop' people use, the council could bulk order supplies for that and claim back the VAT which would drop the costs for people.
- 2.14 Cllr D Tattersfield asked whether a manure pile could be added for the holders to use.
- 2.15 Clerk R Thompson stated that B Shaw had asked for a list of her admin hours spent on the allotment management; Cllr A Cooke noted that is the business of the council.
- 2.16 The Clerk mentioned we still need from B Shaw the combination lock codes, the waiting lists, a new list of members alongside plot numbers. Chair M Brown mentioned that if he doesn't give the council the current waiting list it makes it unfair for people as it would mean beginning from scratch.
- 2.17 J Proctor stated that there is a well on site, and a stream down the side, for water access, but there isn't a direct water supply tap. Vice Chair D Hardwick asked whether a tap would be helpful for people or whether it generally works okay without; J Proctor mentioned people tend to manage easily enough without the tap.
- 2.18 J Proctor noted that she is experienced in applying for and receiving grant funding and confirmed she is happy to look at some.
- 2.19 Cllr A Cooke asked whether Jan felt it was fair that some people have multiple plots; she noted she felt it was okay for 2 but not necessarily 3. Clerk noted that whilst ever there is a waiting list people can only have one, but those with 2 plots currently won't have them removed.
- 2.20 Chair M Brown confirmed that the Parish Council are not wanting to upset anyone, it is purely to make it fair for everyone. Clerk stated the office is open 5 days a week generally for people to come in if there are questions or concerns.
- 2.21 Chair asked J proctor asked whether there would be any mileage in a Fruit and Veg show. J Proctor mentioned it would be better to start small and let it grow from there, but she stated that people would likely grow more vegetables if there was an outlet for it.
- 2.22 Chair noted that B Shaw had queried whether the money would be ringfenced, and he has confirmed that the money from the allotments would purely be used for the managing and running of the allotments.

Meeting closed at 13:02pm.

Signed by the Chair as a true and accurate record

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