MINUTES

**ALLOTMENT SUB COMMITTEE MEETING** held on Monday 21st February 2022.

Meeting opened at 6.30p.m.

**Present:** Councillor Mr P. Metcalfe (allotment subcommittee **Chairman**) and

**Councillors:** Mrs. P. Crathorne **(Chairman)** Mrs J. Grafton, Mr. R. Vaughan, Mrs M. Walker.

**In attendance:** Mr D. Snowball (Parish Clerk)

**ASC- 10\_21/22 APOLOGIES**

Apologies were received and approved for Councillor Mr R. Vaughan and Mrs M. Walker.

**ASC- 11\_21/22 DECLARATIONS OF INTEREST**

The Chairman invited members who wished to do so to make declarations of interest in respect of items on the agenda for this meeting.

Councillors Mr P. Metcalf and Mrs J. Grafton declared an interest. They remained in the meeting and discussed and voted on matters.

**ASC- 12\_21/22 MEMBERS DISPENSATION**

The Clerk informed the meeting that there were no dispensations for this meeting.

***It was noted that there were no dispensations.***

**ASC- 13\_21/22 PUBLIC PARTICIPATION**

There were no members of public present for this meeting.

***It was noted that there were no members of public present.***

**ASC- 14\_21/22 MINUTES OF THE PREVIOUS MEETING**

Monday 22nd November 2021

It was proposed by Councillor Mrs P. Crathorne and seconded by Councillor Mrs J. Grafton and

***RESOLVED:***

That the minutes of the Allotment Subcommittee Meeting of Council held on Monday 22nd November 2021 be approved as a correct record and signed by the Chairman at this meeting.

**ASC- 15\_21/22 EARMARKED RESERVES FOR IMPROVEMENT PROJECTS ON THE ALLOTMENT SITE**

Following discussion, the following tasks were agreed as a good starting point for the improvements to the allotment site: -

1. Providing adequate fencing and Councillor Mr. P. Metclafe informed the meeting that palisade fencing is approximately £30-40 per metre.
2. Bringing unused allotments back into use is also a priority to help deal with the current waiting list.
3. Improvements to the access paths.
4. Determine the condition of the current water supply piping.
5. Providing disabled accessible plots.

Councillor Mrs P Crathorne will contact Angela Blanchard, Community Development Project Officer, to see if she will come to Cornforth House to see if any of the allotment improvements can be rolled into the current potential project that is in progress with the potential of applying through the towns and villages AAP funding.

It was proposed by councillor Mrs J. Grafton and seconded by councillor Mrs P. Crathorne and

**RESOLVED**

That;

1. the above improvement project list is progressed.
2. Councillor Mrs P Crathorne contacts the Community Development Project Officer and request a meeting at Cornforth House to discuss the possibility of adding some of the proposed improvement projects into current work to apply through the towns and villages AAP funding.

**ASC- 16\_21/22** **ALLOTMENT RENTS 2022/23 AND 2023/24**

2022/23 Notices for the collection of allotment rents is to be placed on access gates to the Allotment Site after the Ordinary meeting of Council due to be held on Monday 14th March 2022.

 A formal letter will also be sent out to each allotment plot holder explain that the rents can be paid at: -

1. Cornforth House on Monday 4th April 2022 between 10.00am and 11.00am
2. Cornforth House on Thursday 7th April 2022 between 10.00am and 11.00am
3. Cornforth Community Centre on Monday 11th April between 5.00pm and 6.30pm

All rents must be paid by 12.00noon on Thursday 30th April 2000

2023/24 As notice of 12 months is required for any rent increase for an allotment plot a report is to be submitted to the Ordinary meeting of Council due to be held on Monday 14th March 2022 to consider the allotment plot fees for the financial year 2023/24.

**ASC- 17\_21/22** **ALLOTMENT WAITING LIST**

The clerk informed the meeting that the updated list had been completed using the available data on file and the most recently requested applications for an allotment plot. This will be monitored on a regular basis and plots offered when they become available.

**ASC- 18\_21/22** **ALLOTMENT SITE IMPROVEMENT TRACKER**

The clerk updated members on the progress of the items on the tracker and this task will continue to be monitored and progressed.

**ASC- 19\_21/22** **DATE OF NEXT MEETING**

It was agreed that the date for the next meeting of the Allotment Subcommittee be;

**Monday 21st March 2022 at 6.30p.m.**

***Meeting closed at 08.00 p.m.***

Signed (Chairman):

Date: