

Meeting: Allotment Committee Meeting
4th July 2023 at 5pm

Committee Cllr. Ian Gaskin

Members in
attendance: Sandra Fuller (SF), Chair of Allotment Association
Carole Darnell (CD), Secretary of Allotment Association

Apologies received: Cllr. Eric Cooper (EC)

Non-attendance: Cllr. Charlie Tomkins

Clerk to the Council: Rosemary Plum (RP)

MINUTES OF MEETING

1. Apologies for Absence

Apologies were received from:

- Cllr Eric Cooper

2. Declarations of Interest

None to report.

3. Open Forum

4. Minutes of Last Meeting

The minutes were agreed as a true reflection of the meeting and signed by Sandra Fuller as Chair of the Allotment Association in attendance.

5. Matters Arising (*for information only*)

- I. Clapham Parish Council has a ringfenced budget of £3k for all allotments expenditure 20223-24.
- II. Tree survey – report on the trees along FP14 is required as they are very large and creating huge shade over allotments plots. IG noted that FP14 is a safety route out of the village in case of flood and it's important it is maintained in good order. RP will discuss further with Bedford Borough Council Footpaths officer. RP
- III. SF has contacted the RSPC and Wildlife Trust regarding the suspected Muntjac family in the woods at the north

end of the allotments but has not received any concrete information to date.

- IV. The Association is not insured to lend or hire any agricultural or mechanical equipment e.g. strimmer or rotavator. This would need public liability. It will be necessary to create an indemnity waiver form to be completed and signed by anyone borrowing the equipment for use on their individual allotment plot. SF

6. Clerks Report *(for information only)*

All matters are on the Agenda for this meeting.

7. Security

- Security is a huge issue and a priority concern for the majority of plot holders already spoken to.
- Allotmenters work hard on their plots and any form of vandalism is soul destroying.
- The Association will measure the length of perimeter fencing along FP14 with a view to RP getting costs for the erection of palisade fencing.
- It was agreed to run a trial of locking the Bents Close gate out of hours. Signs giving 10 days notice of closure will be affixed prior to locking the gate from 1st August 2023.
- Local police officers have been asking for some time for the Bents Close gate to be locked.

8. Water Containers

- A number of options have been considered for the phased replacement of water butts/tanks.
- The Association have been given 12 empty heavy duty plastic containers by a local print company. These containers have been washed out by the supplier prior to their provision to us. The same company has provided similar containers for Bedford allotments where they are used with a ballcock system with great success.

- One allotment plot holder has raised concerns regarding the safety of using these containers unless full details are disclosed of the original contents.
- SF will follow up with her contact to request a full chemical specification. SF
- RP to get costing for the provision of additional water taps in the northern quarters of the allotments. RP

9. Disability Plot

- BRCC has been in contact with SF and CD to discuss layout. This is work in progress.

10. New Plots

a) Ground clearance North area

- More plots for rental are now required. A waiting will come into force in the coming months.
- Need to identify an 'easy route' to ground clearance. Removal of trees and roots will be extremely challenging and needs heavy plant.
- Once cleared, it will be possible to quantify the number of 5 pole plots to be created.
- RP to speak with the Borough Council about clearance of Kings Ditch. Brambles are now encroaching on allotments plots.

11. Tenancy Agreement

a) Revision

- SF has drafted a revised tenancy agreement following discussion with the Association.
- 50% discount will be applicable to anyone In receipt of a state pension i.e. 'seniors'
- IG will review tenancy agreement and provide comment. IG

12. Any Other Business

- I. RP provided wholesale seed, bulb and plant catalogue for consideration when Association buys stock for Trading Hut.
We may be able to get a further discount on ordering.
- II. Carried over from June meeting:
- III. We should create promotional information for the new Community Disability plot. Include invitation to express interest email of letter through box at trading hut.
- IV. We will create a new allotments@clapham-pc.gov.uk email address.
- V. **Proposal: new tenants signing up to plots between 1st June and 30th September of each year will pay 50% of the annual fee.**

Proposed by: Carole Darnell

Seconded by: Cllr Ian Gaskin

Unanimously agreed

13. Date of Next Meeting

5th September 2023

The meeting was closed by the Chair at 6.40pm

Signed as a true reflection of the meeting:

Signed	
Dated	<i>Chair</i>