PRESTBURY
PARISH COUNCIL
Parish Council Office - The Pavilion - New Barn Close – Prestbury – Cheltenham – GL52 3LP

Minutes of the Allotment Committee Meeting

Held on **Tuesday 28 March 2023** at **10:30** in the Parish Office

Jane Tetley – Proper Officer to the Council

Attendees: Councillors: Sandra Attwood (SA), Kate Bishop (KB), Penny Kennard (PK) chairman, Peter Weir (PW),. Allotment Representatives (AR): Brian Cousins (BC), David Jackson (DJ), Parish Clerk Jane Tetley
Minutes PK

Item No. Allot22/	Minutes	Action
59	**Apologies** None.	
60	**Declarations of interests** - none	
61	**Minutes of previous meetings** – Minutes were accepted **Allotment Committee Minutes 23 Feb 2023**	
62	**Matters arising from minutes** not covered in the agenda - none	
63	**Adjournment to allow for questions from the public** No members of the public present, questions and comments received by email discussed as the topics arose.	
64	**Report from Allotment Representatives (AR)** A few plots reported to be untidy and neglected/not worked as required under the allotment Terms & Conditions (T&Cs), further plots being monitored having been sent letters following the last meeting. Chairman to write to tenants individually *Committee members see Appendix 1. A plot register spreadsheet document started by PK in the autumn , which was circulated to the committee members prior to the meeting, was discussed and it was decided to continue to develop the document so that there is a record of each plot. Details to include structures, whether number is displayed, general condition and any addition useful facts – document to be a working aid for future plot inspections. David Jackson has kindly offered to take on continuing to collect the initial data, PK to provide current version to DJ	**PK** **PK/DJ**
65	**Waiting List, Plots of Concern and Vacant Plots update** There are 54 people on the Waiting List (WL), 25 are Prestbury Parish residents (who take priority over non-residents). List currently closed to new non-Parishioners. The Chairman has contacted some applicants on the WL to ensure that they still want an allotment and confirm they live in the Parish so that as soon as plots become available new tenants can be found quickly. Continue to contact applicants on WL.	 **PK**

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66	**Terms & Conditions –** the ongoing issue of some allotments being used as gardens rather than allotments was discussed. Terms & Conditions to be updated paragraphs 2.b. Cultivated with vegetables, soft fruit, herbs and **cut** flowers" and 2.c. "**Soft** fruits trees on dwarf rootstock are permitted". Tenants are reminded that no bonfires are allowed after 1 April 2023 until 1 November 2023. Tenants to be reminded that the plot number must be displayed. Request made that the rules on both bonfires and barbeques be discussed at the next meeting. To be put on agenda.	**PK** **PK**
67	**Fly tipping on allotment site** – no incidents since last meeting, signs appear to be working.	
68	**Infrastructure & Maintenance:**	
/1	**Water** – turned back on 28 March 2023. Chairman to continue working with the water provider WaterPlus to correct the over estimation due to confusion in meter location/number.	**PK**
/2	**Fence –** the hole cut for our resident badgers to transit is working.	
/3	**Skip –** a skip was delivered to the allotment to get rid of the rubbish that was in the asbestos shed on Plot 11A. Thank you to the Allotment Representatives for working with the Parish Clerk to arrange this and being on site for delivery and collection, and ensuring only permitted rubbish was put in it.	
/4	**Gravel –** 6 tonnes of gravel has been delivered to the carpark for filling potholes in the tracks and extending the main carpark, going up towards Plot 71A.	
/5	**Trees** – Following a discussion and taking the views of the tenant into account a motion was proposed to fell a large Eucalyptus tree on Plot 36A. Proposed by PK, seconded SA. Unanimous vote in favour of felling. The allotment site is not in the Prestbury Conservation area so the Parish Council do not need to consult Cheltenham Borough Council for tree works, the work will be carried out shortly.	
69	**Produce Show 2023 –** Councillor Weir had left the meeting so no update was provided.	
70	**AOB**	
	Date of next meeting – Thursday 11 May 2023 @ 10:30 in the Parish Office	