

Minutes of the Allotment Committee Meeting

Held on **Thursday 25 May 2023 at 10:30** in the Parish Office

Jane Tetley – Proper Officer to the Council

Attendees: Councillors: Sandra Attwood (SA), Kate Bishop (KB), John Gardner (JG), Penny Kennard (PK) chairman. Allotment Representatives (AR): Brian Cousins (BC), David Jackson (DJ),

In attendance: Cllr Nick Atty - Vice Chairman of PPC (NA), Parish Clerk - Jane Tetley

Minutes: PK

Item No. Allot23/	Minutes	Action
01	Apologies None. Cllr. Nick Atty attending meeting as Vice Chairman of Prestbury Parish Council.	
02	Introduction of new committee member – Cllr. John Gardner	
03	Election of new Chairman for 2023-2024. KB proposed PK, JG seconded. Vote: unanimous vote in favour. PK accepted position of Chairman with thanks.	
04	Declarations of interests - none	
05	Minutes of previous meetings – Minutes 25 March 2023 we're accepted	
06	Matters arising from minutes not covered in the agenda – none.	
07	Adjournment to allow for questions from the public (15 minutes) No members of the public present. Communications by email dealt with under items 08 paras. 3 &4 and 11/4	
08	Report from Allotment Representatives (AR) 1. A few plots reported to be untidy and neglected/not worked as required under the allotment Terms & Conditions (T&Cs), to be sent Plot of Concern (PloC) letters. Tenants who were sent PloC letters following the last meeting but have not taken action will be sent a second PLoC letter asking them to consider giving up their tenancy if they are unable to meet the T&Cs. Chairman to write to tenants. *Committee members see Appendix 1/25May2023 2. The Plot Condition Register, started by PK in the autumn, has been added to using information collected by David Jackson. Details include structures, whether plot number is displayed, general condition and any addition useful facts – document to be a working aid for future plot inspections and will be electronically for shared access/updating by the committee members. 3. A wasp nest was reported to the committee by a tenant but wasps buzzed off before intervention required. 4. A complaint about rats in a garden on Blacksmith Lane being from and the responsibility of the Parish Council was dealt with by Cheltenham Borough Council Pest Department. Several years ago the Parish Council spent a considerable sum of money to clear rubbish from adjoining plots, despite which complaints have continued. The tenant of the adjoining plot was contacted, has checked their plot and shed and there is no evidence of rats living on the plot.	PK PK PK

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