

Parish Council Office - The Pavilion - New Barn Close - Prestbury - Cheltenham - GL52 3LP

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

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09	Waiting List and Vacant Plots update There are 45 people on the Waiting List (WL), 16 are Prestbury Parish residents (who take priority over non-residents). List continues to be closed to new non-Parishioners. Four new parish residents have joined since the last meeting. Since the last meeting eleven plots have been vacated by tenants at tenancy renewal time and eleven new tenant from the Waiting List have commenced tenancies. The Committee are extremely grateful to the Allotment Representatives – Brian Cousins and David Jackson - for showing prospective tenants around and answering question – thank you! Rent collection is 93% complete.	
10	Terms & Conditions – the ongoing issue of some plots being used as gardens or orchards rather than allotments was discussed again, continue to contact tenants. Bonfires: There are diverse views among tenants and neighbours regarding bonfires on the allotment site - ranging from no restrictions to no bonfires. The committee have decided to let the current bonfire regulations, update in October 2022, i.e. no bonfires between 1 April and 1 November, bed in before a further review. Barbecues: the committee agreed that a clause is needed to prevent barbecues being held on the allotment as these disturb other tenants and the site neighbours with smoke/odours and/or noise. Chairman to draft a clause for Committee to critique and to add to T&Cs when form agreed on.	PK PK
11	Infrastructure & Maintenance:	
/1	Water – The Parish Clerk has successfully interacted with the water provider WaterPlus to correct the over estimation due to confusion in meter location/number. Meter reading 08409 on 1 June 2023.	PK
/2	Trees – the eucalyptus tree has been felled and removed, the large (and fire damaged) Christmas tree will be felled in the autumn/winter. The size and number of fruit trees (particularly apple) on a number of plots was discussed.	
/3	Gravel – the carpark has been extended towards Plot 71A. No further gravel delivery required at the moment.	
/4	Toilet – an email received from a tenant enquiring about the provision of toilet facilities on the allotment was discussed. All agreed it was a good idea however acknowledged that maintenance could be a stumbling block – further research required before discussion at next meeting.	
12	Matters for future consideration. Ponds: Request made that ponds on plots be discussed fully at the next meeting. Trees: The size and number of fruit trees (particularly apple)	
	Date of next meeting – Thursday 27 July 2023 @ 10:30 in the Parish Office Future meeting 28 September 2023 @ 10:30 in the Parish Office. Please check the Prestbury Parish Council website Events calendar for any changes to date/time.	PK

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