

**MINUTES (subject to agreement at the next Committee meeting) of a meeting of the Allotment Committee held on Thursday 23<sup>rd</sup> January 2025 at 10:30 in the Parish Office**

**Members Present:** Councillors: Sheila Hope (SH)) Chairman, Sandra Attwood (SA), Kate Bishop (KB), Cllr Cathy Hunt

**Invited:** Allotment Representatives (AR): David Jackson (DJ) and 1 member of the public

**Also Present:** Locum Clerk/RFO

Item No.		Action
24/045	<b>Apologies</b> <b>Apologies were accepted from Councillor Kennard</b> <b>Allotment Rep. Matt Osborne was unavailable</b>	
046	<b>Declarations of Interest</b> <b>None declared</b>	
047	<b>Minutes</b> of the Allotment Committee Meeting held on 28 <sup>th</sup> November The Minutes were agreed by unanimous vote	
048	<b>Civility and Respect</b> <b>Cllr Hope drew attention to the Policy recently adopted by the Council and expected members and tenants to follow this</b>	
049	<b>Public session</b> A tenant provided a written report on impacts of habitat loss and tree/hedgerow removal which was noted. She had investigated the possibility of tenants holding their own AGM but this required the formation of a tenants association with regulation that might be difficult to follow. Asked whether there had been entry onto the allotments via a gap in the hedge. Committee Chair provided a response in that the Council did not have capacity to set up a tenants association, the allotment holders might seek to join with Cheltenham tenants association perhaps. There had been entry via the hedge and therefore it had been blocked up for now.	
050	<b>Infrastructure &amp; Maintenance</b> Water – meter reading 09220 which indicated no water usage over Autumn/Winter Greenhouses – Cllr Hunt commented that broken glass from greenhouses posed a risk and the Committee might consider use of poly or Perspex – she offered to research and provide a report Ponds – Cllrs Hunt and Bishop had made a cursory inspection of the number/type of pond on site and observed that there were a lot of unofficial ponds of an unsuitable nature – will report again with more information Trees will be maintained as necessary and it was noted that these are largely the responsibility of the tenant	          <b>CH</b>          <b>SH</b>

# PRESTBURY

PARISH COUNCIL

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

Item No.		Action
	Theft and Vandalism – suggested that this is prevented with anti-climb paint where possible. Tenants to be encouraged to report to PC and police so that a record can be kept of level of activity	
<b>051</b>	<b>Finance Income &amp; Expenditure report</b> The Chair reported the last expenditure was aggregate for paths repair £216	
<b>052</b>	<b>Legionella – training update</b> Plans sent to the trainer and date to be organised	
<b>053</b>	<b>Receive a Report from Allotment Representatives</b> No new concerns, blackberry bushes on 22a need to be maintained by cutting back Requested notice to go up on site regarding tree works Discussed use of heras fencing following this work but this may not be practical	<b>SH/MO /clerk</b>
<b>054</b>	<b>Waiting List, Plots of Concern and Vacant Plots update</b> Notice to Quit to be given to plot 59a and 60a Plots have been offered from the waiting list	<b>Clerk</b>
<b>055</b>	<b>Matters for Future Consideration</b> Committee to draw up register of any asbestos on site	<b>All</b>
	<b>Date of next meeting</b> – Thursday 20 <sup>th</sup> March @ 10:30 in the Parish Office <i>Please check the Prestbury Parish Council website <a href="#">Events</a> calendar for any changes to date/time.</i>	