

Bilbrook Parish Council - Allotment Committee Meeting  
Monday 27<sup>th</sup> June 2022 at Bilbrook Village Hall 10.00 am.  
**Minutes**

**Councillors present:** D Hutchinson, G Burnett, M Adams

Also present: Mrs K Daker (Parish Clerk), Mrs T Law (Assistant Parish Clerk)

01/22A **Election of Chair – Resolved:** Councillor G Burnett voted in as Chairman

02/22A **Election of Vice Chair – Resolved:** Councillor D Hutchinson

03/22A **Apologies** – Councillor A Hill

04/22A **Declaration of Interest and Dispensation Requests – Resolved:** None

05/22A **Minutes of the previous meeting.** The Minutes of the Allotments committee meeting held on 14<sup>th</sup> February having been previously distributed were signed as a true and correct record.

06/22A **Hire of allotments:**

- a) **Site inspection: Resolved** – Assistant Clerk to contact tenants who have not cultivated land to remind them of tenancy agreement.
- b) **Payback Scheme Update** – Councillor Hutchinson advised that the team agreed to visit one week in four for half a day. Assistant Clerk has contacted team for an update as there has been no visit since original May meeting. Councillor Burnett is to organise a key for the recycling centre barrier for the use of the Payback team.
- c) **Health & Safety update: Resolved** – No change to procedure. Assistant Clerk to include a reminder about first aid kits in Newsletter and via Noticeboard
- d) **Additional IBCs – costings. Resolved:** Committee agreed to purchase 3 additional IBCs with ring-fenced £500. Remainder to be used to purchase spare taps and connectors.
- e) **Allotment Finances:** The finances of the Allotments Committee were received and noted (see Appendix)

07/22A **Allotments Newsletter – Resolved:** T Law to create and send Newsletter during next week

08/22A **AOB**

- a) Committee agreed to obtain three quotes to repair two allotment taps, and to install a stop tap near to the allotments gate.

09/22A **Date of next meeting – Resolved:** 12/09/2022

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

In pursuance of the powers contained in section 1 of the above Act, I move that the press and public be now excluded from the meeting on the grounds that the business about to be transacted is of a confidential nature and that publicity will be prejudicial to the public interest.

10/22A **Current Plan:** Assistant Clerk to send an updated plan with these minutes

11/22A **Waiting List – Resolved:** There are currently 44 people on the waiting list, of which four are Bilbrook residents.

**Meeting closed 12:15pm.**

**Signed**.....

**Dated**.....