Bilbrook Parish Council Allotment Committee Meeting
Monday 16th September 2024
Bilbrook Allotment Site 10am, followed by
Parish Office, Bilbrook Village Hall, 10:30am

Minutes

Councillors present: Cllr G Burnett, Cllr D Hutchinson, Cllr M Adams, Cllr F Hopkins.
Also present: K Daker (Parish Clerk)

012/24A **Apologies:** Cllr B Coppola, T Law (assistant Parish Clerk) **Resolved:** to invite Cllr Keogh to join the committee.

013/24A **Declarations of interests and dispensation requests**: None

014/24A **Minutes of the previous meeting**. The minutes of the Allotments committee meeting of 10th June 2024 having previously been distributed were **signed as a true and correct record.**

015/24A **Allotments Association**

- Update – The tenants have agreed to set up an allotments association. They have held their first meeting, and sent a copy of the minutes sent to the Allotments committee
- **Resolved:** the Assistant clerk be the point of contact for the Allotments Association.

016/24A **Scheduled inspections. Resolved:** to remain at three per year for the whole site. Inspections for those sites requiring improvement may take place between the main inspections.

017/24A **Plot 17 update**

- No quotes have been received to date
- Weed membrane. **Resolved:** Members of the committee to put it down on Thursday 19th September at 11am
- Rear of Plot – **Resolved**: to defer to the next meeting
- Raised bed pricing – **Resolved**: Cllr Hopkins to work with the clerk and assistant clerk to put together a document detailing the work required and get the contractor to buy the materials.

018/24A **Plots 8b and 9b update** No quotes received for dividing up the plot.

019/24A **Document Review**

- Tenancy Agreement – **Resolved**:- to accept the changes and to add to the paragraph on "not to use or install any of the following on the allotment site"

i. Glass (including in any new structures. Tenents with glass in existing structures should try to replace it with polycarbonate.
ii. Tyres
iii. Carpets/rugs

- Allotments Policy. – Resolved to accept the changes and in section 4c to replace "take on another half plot" to " take on a full plot"

020/24A **Possible Extension of site in respect of increased population**: **Resolved:** Councillors to walk the site before putting down the weed matting. To invite Cllr Lloyd alone as it is on Banks Field.

021/24A **Next Meeting:** The date of the next meeting for the Allotments Committee is 15th October 2024 at 12:00noon

Resolved: to exclude the Press and Public

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.

CONFIDENTIAL AGENDA ITEMS

022/24A Results Inspections. **Matter of Report:** Results of inspection to be passed to the assistant clerk

023/24A Review of Waiting List. **Matter of Report:** Committee members were advised of numbers on the Waiting List.

Dated:……10th March 2025…….

Signed:……Cllr M Adams has signed the hard copy of these minutes