



ANDOVER TOWN COUNCIL

Minutes of Allotments Committee **Surgery**

Time and date

6.00pm on Wednesday 14 April 2021

Place

Virtual On-Line Meeting via Zoom

Cllr L Gregori (Chairman) (P)
Cllr D Coole (P)

Cllr B Long (Vice Chairman) (P)
Cllr R Hughes (P)

Cllr L Banville (A)
Cllr D Treadwell (A)

Officers Present:

Wendy Coulter (Town Clerk)
Tor Warburton (Deputy Clerk)
Michelle Young (Committee Officer)

Other Councillors:

Cllr I Anderson
Cllr N Matthews

Allotment Wardens Present:

Mr M Cantillon
Mr T Stockwell
Mr E Reynolds

Members of the Public: 6

Allotment Holders Surgery

The Chairman opened the surgery at 6.00pm and welcomed all attendees.

The notes below are a precis of statements/questions. They are not recorded word for word.

It was commented that the recording of the wardens attending the Town Council Allotment Meetings appeared to have been left off the Minutes and could this be rectified.

The Chairman replied yes.

A point was raised that it had been 3 years since the original request was made for the return of allotment deposits and it was believed that there were still some tenants waiting to receive their refunds.

The Town Clerk stated that all allotment deposits had now been refunded, however, a final check would be made for clarification purposes.

Waiting lists had increased insignificantly with the demand for allotments, however, the vacant plots appeared to have been filled very slowly over the lockdown periods. It was questionable whether people of Andover were receiving the service they deserve.

The Vice chairman advised this concern would be looked into.

A question was asked regarding the total number of rentable square metres over the 7 allotment sites.

The Chairman advised that this would be better answered through a Freedom of Information request.

The Chairman closed the surgery at 6.11pm.



ANDOVER TOWN COUNCIL

Minutes of Allotments Committee

Time and date

6.12pm on Wednesday 14 April 2021

Place

Virtual On-Line Meeting via Zoom

Cllr L Gregori (Chairman) (P)
Cllr D Coole (P)

Cllr B Long (Vice Chairman) (P)
Cllr R Hughes (P)

Cllr L Banville (A)
Cllr D Treadwell (A)

Officers Present:

Wendy Coulter (Town Clerk)
Tor Warburton (Deputy Clerk)
Michelle Young (Committee Officer)

Other Councillors:

Cllr I Anderson
Cllr N Matthews

Allotment Wardens Present:

Mr M Cantillon
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Members of the Public: 6

Due to the Covid-19 Pandemic and Government legislation regarding Social Distancing, it was not possible to hold this meeting at a normal public venue. Therefore, the Town Council made arrangements under the Coronavirus Act 2020 and subsequent Regulations permitting remote meetings, to hold the meetings virtually. A voting procedure was actioned via role call method with each Member's name and response recorded in the Minutes.

AC 125/19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor D Treadwell.

AC 126/19 DECLARATIONS OF INTEREST

There were no Declarations of Interest made relevant to the agenda.

AC 127/19 MINUTES

It was proposed by Councillor L Gregori and seconded by Councillor B Long that an amendment to the previous Minutes of 3 February 2021, be made by the removal of Minute Number AC115/19.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
L Gregori	X		
B Long	X		
D Coole	X		
R Hughes	X		
TOTAL	4	0	0

RESOLVED: That an amendment to the previous Minutes of 3 February 2021, be made by the removal of Minute Number AC 115/19.

It was proposed by Councillor L Gregori and seconded by Councillor R Hughes that the amended Minutes of the Allotment Committee Meeting held on Wednesday 3 February 2021 be signed by the Chairman as a correct record.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
L Gregori	X		
B Long	X		
D Coole	X		
R Hughes	X		
TOTAL	4	0	0

RESOLVED: That the amended Minutes of the Allotment Committee Meeting held on Wednesday 3 February 2021 be signed by the Chairman as a correct record.

AC 128/19 PUBLIC PARTICIPATION

The notes below are a precis of statements/questions. They are not recorded word for word.

Member of Public 1:

- A. Can you explain why it takes four members of the Town Council from the Allotment Committee, to be paid to attend one zoom meeting?**

- B. Recently on social media there was an allotment holder doing Utube videos from one of the allotments. I want to know why a member of the staff has told that**

person to stop doing the Utube videos. Anybody serious about gardening would know there are many Utube videos of people doing things on their allotments. They are not breaching GDPR by not showing any other persons but just showing what they were growing on their allotments. Can you tell me why they have been told to stop? You should be issuing an apology, as it is promoting the Andover Town Council and the allotments.

Chairman's Response:

- A. This is out of my control. The Town Clerk can provide an informal response.
- B. We are currently liaising with the individual concerned. We are seeking clarification from the Information Commissioner's Office (ICO) and we will reply to the individual. In due course we will respond to you in writing of what we have done.

Councillor N Matthews:

An update regarding the allotments on the northside of Andover, in particular Saxon Heights. We have managed to secure early release with the developers.

Our expectation remains the allotments being prepared and ready for "adoption" by ATC, around September this year.

As this has now been determined to not require Test Valley Borough Council (TVBC) adoption and can be released straight to Andover Town Council (ATC), please engage with each other, now the line of communication is open.

Happy to assist/support with any problems, but this will be an ongoing responsibility of ATC. I will send over Taylor Wimpy's contact details.

AC 129/19 UPDATE ON OX DROVE ALLOTMENTS

Members received an update report on the site handover for the Ox Drove Allotments.

A question was raised regarding the cost of renting a portaloos each year. It was clarified that it was approximately £700.00 per allotment site, per year.

The chairman expressed his thanks to the Officers and Councillor Barbara Long for their hard work. Members debated the question whether toilet provision should be made on the Ox Drove Allotment. It was considered to be too expensive to provide toilets on a site with only 11 plots on it. Also due to the current Covid pandemic, toilet facilities are closed across all allotment sites indefinitely. It was felt that toilet provision could be revisited at a future date. It was proposed by Councillor L Gregori and seconded by Councillor B Long that no toilet provision be made on the Picket Piece Allotment Site/Ox Drove Allotment Site, due to current Covid restrictions.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
L Gregori	X		
B Long	X		
D Coole	X		
R Hughes	X		
TOTAL	4	0	0

RESOLVED: That no toilet provision be made on the Picket Piece Allotment Site/Ox Drove Allotment Site, due to current Covid restrictions.

AC 130/19 UPDATE ON ALLOTMENT PLOT UPTAKE

Members noted the Allotment Availability Report.

It was questioned whether the wardens were being notified of new applicants on the allotment site waiting lists, how up to date the waiting lists were and what the average waiting time was. It was also asked how many of the allotment tenants resided in the Andover Parish. Officers advised that these questions would be looked into.

AC 131/19 APPLICATION FOR BEE KEEPING ON ALLOTMENT SITE

Members noted the application for Bee Keeping on the Mylen Road Allotment Site.

Through debate, Members were in favour of Bee Keeping on Allotment Sites and it was suggested that the unsuitable plots that were being wasted through non-use could be utilised. It was felt that the Bee Keeper applicant should be an Allotment tenant, a resident of the Andover Parish and have restrictions applied.

It was proposed by Councillor D Coole and seconded by Councillor B Long that Standing Orders be suspended to allow a warden to speak on the item.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
L Gregori	X		
B Long	X		
D Coole	X		
R Hughes	X		
TOTAL	4	0	0

RESOLVED: That Standing Orders be suspended to allow a warden to speak on the item.

The warden commented that a proposal was put to a previous committee, which was accepted. The proposal contained the following criteria which had to be met:

- The Bee keeper had to attend training.
- Be a member of an Allotment Association and the particular Allotment Association.
- Be a member of the Bee Keeping Association.

The warden confirmed that this particular applicant did meet two parts of the stipulated criteria. It was also confirmed that there had been a previous request to keep Bees on the Vigo Road Allotment Site.

It was proposed by Councillor L Gregori and seconded by Councillor R Hughes that the Standing Orders be reinstated.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
L Gregori	X		
B Long	X		
D Coole	X		
R Hughes	X		
TOTAL	4	0	0

RESOLVED: That the Standing Orders be reinstated.

The chairman concluded that Officers were to report back to the applicant, advise that he needed to be an Allotment holder in the first instance. It was suggested that a policy was needed and that the Officers clarify the protocols in consultation with the wardens and the applicant.

AC 132/19 CONTRACTS REVIEW

Members noted the Contracts Review report.

It was suggested that more detailed information was required and a discussion to further discuss alternative options in a closed session.

AC 133/19 ALLOTMENT OFFICERS' REPORT

Members noted the Allotment Officers' Report.

Vice Chairman, Councillor B Long gave thanks to the Allotment Officers for all their efforts in dealing with recent emergencies.

AC 134/19 COMMITTEE WORK PROGRAMME

Members noted the Committee Work Programme.

Additional items were requested to be included:

- Bee Keeping Policy
- Contracts and Costings
- Update on new allotment sites
- Ox Drove
- Allotment Rules & Regulations (Poly Tunnels)

AC 135/19 DATE OF THE NEXT MEETING

Members noted that the date of the next meeting would be confirmed at the Annual Meeting.

AC 136/19 EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Councillor D Coole and seconded by Councillor B Long that the Press and Public be excluded from the meeting at Agenda Item 13, due to the confidential nature of the Item, which may contain personal information, which come under GDPR and Data Protection Act 2018.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
L Gregori	X		
B Long	X		
D Coole	X		
R Hughes	X		
TOTAL	4	0	0

RESOLVED: That the Press and Public be excluded from the meeting at Agenda Item 13, due to the confidential nature of the Item, which may contain personal information, which come under GDPR and Data Protection Act 2018.

The Chairman closed the meeting at 7.38pm.

Chairman

Date