



ANDOVER TOWN COUNCIL

A

Minutes Extraordinary Allotment Committee Meeting

Time and date

6.30pm on Thursday, 14th September 2017

Place

Town Council Office, High Street, Andover

Attendees:

Town Council Representatives

Cllr K Hughes – Chairman (P)	Cllr A Cotter – Vice Chair (P)	Cllr V Pond (P)
Cllr B Long (P)	Cllr C Bartholomew (P)	Cllr R Kidd (P) 6.40pm
Cllr L Gregori (P)		

Officers Present:

Wendy Coulter (Town Clerk) (P)

Lisa Laing (Allotment Officer) (P) (Taking the Minutes)

Other Town Councillors Present:

Cllr L Gates

Borough Councillors:

0

Allotment Wardens Present:

0

Allotment Holders Present:

0

Members of the Public Present:

1

The Chairman

Cllr K Hughes (Chairman) opened the meeting at 6.30pm and welcomed all attendees.

Question time for members of the Public

Although, not listed as an item on the Agenda, as meeting was an Extraordinary Meeting, the Chairman granted permission for members of the Public to ask questions.

Mr N Long asked why the poly-tunnel was being discussed again and how many Community groups did the Council plan to allow.

The Chairman explained that no decision was made as the previous meeting had not been quorate for the vote, the decision was made at the previous meeting to hold an Extraordinary Meeting to make a decision on the Poly-Tunnel.

The Chairman explained Community groups using Allotments needed to be considered in more detail as currently there were no specific policies in place. The Chairman asked that a review into creating a policy and guidelines for Community Groups should be added to the next Full Allotment Committee meeting on the 5th October 2017.

Members of the Public were thanked for their time and the meeting to discuss the items on the Agenda resumed.

AC 14/17	Apologies	Action
	No apologies	
AC 15/17	Declarations of interest	Action
	Cllr B Long declared an interest as she is a Trustee of Andover Trees United. She stated that she would speak to the item but not vote. Cllr C Bartholomew declared an interest as she volunteers for Andover Trees United. It was agreed that she would vote on the decision as she had no pecuniary interest.	
AC 16/17	Andover Trees United Poly-tunnel	Action
	Cllr Long read out the report from Andover Trees United (ATU) and informed the Committee that the reason a large poly-tunnel was needed was to accommodate 10 workers over 4 work stations. Also, as part of their funding and inclusion of all sectors of the community, disabled access was required. Cllr Long expressed disappointment that the exact sizing of the Poly-tunnel and the reasons it was required along with a site plan had only just been produced and submitted to the committee. Cllr Pond requested to know if the sizing provided within the Appeal was now within the Rules & Regulations. Cllr Long and Cllr Cotter had checked the sizing earlier and confirmed that the poly-tunnel was within the current guidelines. Cllr Gregori asked what height the tunnel was. Cllr Long believed it to be the standard 6ft as it is a standard poly-tunnel design. Cllr Long also confirmed that where ATU planned to place it on their plot would not cause any shadowing to any neighbouring plots or properties. The Chairman asked if it was agreed that the poly-tunnel met the required sizing guidelines within the Rules and Regulations. Cllr Long confirmed it did. The Chairman then requested that it be stated in the rules & regulations that tunnels be no higher than 6ft to avoid any future misunderstandings. Cllr Gregori proposed Andover Trees United's tunnel now be given approval. The Chairman seconded the proposal. All those eligible to vote, all voted in favour of permission being granted.	Allotment Officer to write to Andover Trees United informing them of the Committee's decision.

	<p>The Chairman asked the Allotment Officer to inform Andover Trees United they tunnel had been approved, however it was to be noted that although the additional information had now been provided which enabled the Committee to make a decision, all future projects needed to ensure the information was available to the Committee and that under no circumstances must funding be applied or spent prior to an agreement from the Committee.</p> <p>The Committee wished it to be noted that the threat of funding being withdrawn if permission wasn't given, especially as all the facts had not been presented in the original application, was unacceptable.</p> <p>Cllr Long also requested that the Allotment Officer include in the letter to ATU that if they ever give up their plot they are to have the tunnel removed and that it is returned back to the Council in a clear and clean condition.</p>	
AC 17/17	Allotment Flags	Action
	<p>The committee discussed the issue of flags. It came to the conclusion that changes to the rules on planning concerning the need to raise a planning application for each additional flag per site (over the allowed baseline of one) meant that the Town Council regrettably had to insist that all current flags were removed.</p> <p>The Chairman thanked everyone for the thoughts and asked if there were any further questions or points regarding the flags. As there were none the Chairman thanked everyone again and closed the meeting.</p>	

The Chairman closed the meeting at. 7.02pm

Chairman

Date