



ANDOVER TOWN COUNCIL

A

Notes of Allotment Committee Surgery

Time and date

7.00pm on Thursday 4 April 2019

Place

Andover Town Council Offices, 68b High Street, Andover

Attendees:

Town Council Representatives

Cllr K Hughes – Chairman (P)	Cllr R Kidd – Vice Chairman (P)	Cllr L Gates (P)
Cllr B Long (P)	Cllr L Gregori – (P)	Cllr A Cotter (P)

Officers Present:

Wendy Coulter (Town clerk)

Michelle Young (Committee & GDPR Officer) (training) (taking the minutes)

Fern Long (Allotment Officer1)

Nikki Barber (Allotment Officer2)

Allotment Wardens Present:

2

Members of the Public Present:

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Allotment Holders Surgery

A member of The Drove Allotment Association presented a written statement as follows:

- a) There has still been no advertising for vacant plots on any of the public notice boards around the town, or indeed on the site notice boards either. Would Andover Town Council allow the wardens to place such notices on their own notice boards?
- b) The plastic sheeting covering on plots for a long period of time and with the large amount of rain that we had earlier this year allowed pockets of rain water to collect and subsequently Frog/Toad spawn was laid in these puddles. Tadpoles appeared and the sun came out very strong afterwards and the puddles started to dry up very quickly. Luckily most were caught in time and relocated.

It is quite evident that the plots in question have not been visited for a long time and I would suggest never, in the last 12 months by the tenants to even check the state of the covering.

Should long term covering have a time limit as it would seem this is being used as a holding for plots and subsequent non rule compliance?

- c) It has been noted on the agenda a request for a communal compost heap at the Ox Drove. Can it be noted that such a scheme on other sites will be strongly opposed as it will lead to misuse which is why such schemes were removed under Test Valley Borough Council. It will also encourage the vermin to flourish.

The Chairman asked if anyone had any suggestions, questions or concerns.

Members discussed having identical advertisements for vacant plots, with correct wording and contact information, placed on all sites. A member suggested creating a press release for the local paper as it would not incur any costs. An Allotment Officer presented two examples of advertisement notices. It was agreed to go ahead with the notices.

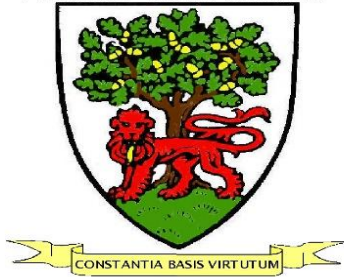
Members considered the point raised regarding the plastic sheeting. The Town Clerk suggested the Allotment Officers refer back to the Allotment rules and regulations for guidance on the time limit for use of plastic sheet covering.

Members raised a concern about rats appearing at the Barlows Lane allotment site. Confirmation was given that the Pest controller had been doing regular checks.

An Allotment Officer suggested a 'sign in and out board' to be placed on each allotment site for the Pest Controller to use, to record when sites were visited, observations made and the Town Council's contact telephone number. It was agreed to go ahead with the 'sign in and out board'.

Surgery Closed 7.15pm

Andover Town Council



Minutes of Allotments Committee

Time and date

7.16pm on Thursday 4 April 2019

Place

Andover Town Council Offices, 68b High Street, Andover

Attendees:

Cllr K Hughes – Chairman (P)	Cllr R Kidd – Vice Chairman (P)	Cllr L Gates (P)
Cllr B Long (P)	Cllr L Gregori – (P)	Cllr A Cotter (P)

Officers Present:

Wendy Coulter (Town clerk)
Michelle Young (Committee & GDPR Officer) (training) (taking the minutes)
Fern Long (Allotment Officer1)
Nikki Barber (Allotment Officer2)

Allotment Wardens Present:

Ted Reynolds (Member of The Drove Allotment Association)
Mike Cantillon (Member of The Drove Allotment Association)

Members of the Public Present:

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AC 10/19	Apologies
	No apologies were received.
AC 11/19	Declarations of Interests
	There were no Declarations of Interest.
AC 12/19	Minutes
	It was proposed by Cllr K Hughes and seconded by Cllr L Gates that the Minutes of the Allotment Committee meeting held on 17 January 2019 be accepted and signed by the Chairman, as a correct record. A vote was taken, 5 for and 1 abstention. Resolved: That the Minutes of the Allotment Committee meeting held on the 17 January 2019 be accepted and signed by the Chairman, as a correct record.
AC 13/19	Picket Piece Allotments (Ox Drove)
	Mr Clark from David Wilson Homes, presented an updated report and clarified points raised. A member of the Committee asked the members of The Drove Allotment Association, one of whom was a representative of the National Allotment Society, for any questions or concerns. No questions or concerns were raised. It was proposed by Cllr K Hughes and seconded by Cllr R Kidd that the work to be completed on the site as presented, be approved. A vote was taken, 4 for and 2 abstentions.

	<p>RESOLVED: That the work to be completed on the site as presented to the Committee and attached to record Minutes, be approved.</p> <p>Members gave a vote of thanks to Mr Clark for his hard work.</p>
AC 14/19	<p>Security on all Allotment Sites</p> <p>Members noted an updated report following the Allotment Officers' meeting with the local Police Community Support Officer (PCSO).</p> <p>It was proposed by Cllr K Hughes and seconded by Cllr B Long that it be agreed that no further action was required at the time by the Allotment Officers as no interest in having a further meeting(s) had been received to date.</p> <p>A vote was taken which was unanimous.</p> <p>RESOLVED: That it be approved that no further action was required at the time by the Allotment Officers as no interest in having a further meeting(s) had been received to date.</p>
AC 15/19	<p>Request for Communal Compost Heap at Ox Drove Allotment Site</p> <p>Members considered the report and discussed that allotment sites already had allocated compost bins. A member reiterated that the new developers had provided each allotment plot with its own compost bin, strengthened against vermin. Members formulated a decision on the communal compost bin.</p> <p>It was proposed by Cllr K Hughes and seconded by Cllr B Long that the Town Council will not install a communal compost bin at Ox Drove Allotment Site.</p> <p>A vote was taken which was unanimous.</p> <p>RESOLVED: That the Town Council will not install a communal compost bin at Ox Drove Allotment Site.</p>
AC 16/19	<p>Vigo Road Replacement Gates Quotes</p> <p>Members considered the received quotes.</p> <p>It was proposed by Cllr L Gregori and seconded by Cllr A Cotter that Quote 1, total cost with respect to installing replacement gates at Vigo Road Allotment at £1318.65 (excluding 20% VAT) be approved and to delegate to the Allotment Offices to initiate the work to be carried out, to remove and replace the existing gates as soon as possible.</p> <p>A vote was taken which was unanimous.</p> <p>RESOLVED: That Quote 1, total cost with respect to installing replacement gates at Vigo Road Allotment at £1318.65 (excluding 20% VAT) be approved and to delegate to the Allotment Offices to initiate the work to be carried out, to remove and replace the existing gates as soon as possible. (specification attached to record Minutes).</p>
AC 17/19	<p>Allotment Officers Report</p> <p>Members noted the updated report and welcomed the new Allotment Officer.</p>
AC 18/19	<p>Committee Work Programme</p> <p>Members noted the work programme for the Committee and requested that the following items be included on the agenda for the next meeting:</p> <ul style="list-style-type: none"> Review of Pest Control Review of Fences Review of Hedging/Trees <p>It was noted that the Allotment Work Programme dates needed to be reviewed with exception of Pumpkin Competition on 12 December 2019.</p>
AC 19/19	<p>Exclusion of the Press and Public</p> <p>It was proposed by Cllr K Hughes and seconded by Cllr R Kidd that members of the Press and Public be excluded from the meeting at item 11, for consideration of Confidential matters.</p> <p>A vote was taken which was unanimous.</p> <p>RESOLVED: That members of the Press and Public be excluded from the meeting at item 11, for consideration of Confidential matters.</p>

The Chairman closed the meeting at 8.26pm

Chairman:

Date: