



ANDOVER TOWN COUNCIL

A

Notes of Allotments Committee **Surgery**

Time and date

7.00pm on Thursday, 19 January 2017

Place

Town Council Office, 66C High Street, Andover

Attendees:

Town Council Representatives

CLlr K Hughes – Chairman (P) Arrived 7:04pm	CLlr A Cotter – Vice Chair (P)	CLlr V Pond (P)
CLlr R Rowles – (P)	CLlr C Bartholomew (P)	CLlr R Kidd (P)
CLlr L Gregori – (P)	CLlr B Long (A)	CLlr G McBride (A)

Other Town Councillors Present:

CLlr K Bird
CLlr L Gates

Borough Councillors

None

Officers Present:

Wendy Coulter (Town Clerk) (P) (taking minutes)
Tor Warburton (Committee Officer) (P) (training)

Allotment Wardens Present:

None

Allotment Holders Present:

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Members of the Public Present:

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Allotment Holders Surgery

The Vice Chair opened the meeting at 7:00pm and welcomed all attendees.
Cllr K Hughes (Chairman) arrived at 7.04pm.

Comments from Surgery

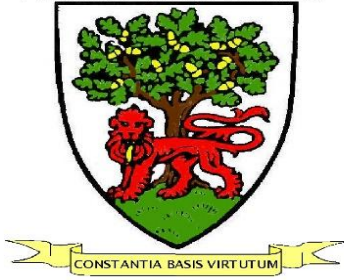
Mrs Angela Marriner, Colenzo Drive, stated her concerns about the allotment that backed on to her garden. She stated that she has requested this plot many times but has been told that it was contaminated and unable to be cultivated as a consequence. Mrs Marriner, expressed her surprise that it had now been let to Andover Trees United given that it was contaminated and that if we are able to grow produce on it then she would like her request to take the plot over considered again. She pointed out that she had lived in her house for 33 years and used to manage the plot and that at that time it was able to be cultivated. Cllr Rowles answered, telling her that the charity intended to raise 'tree whips' on the plot and would not be cultivating fruit and vegetables. Mrs Marriner, also pointed out her concerns regarding a poly tunnel that was being proposed for the plot, she was concerned it would block her view from her house. She was reassured that the poly tunnel would have to conform to the Allotment Rules and Regulations regarding size.

Cllr A Cotter assured Mrs Marriner that he would get the Town Clerk and Allotments Officer to investigate the situation and respond to her as soon as possible.

Mrs Marriner, asked that the Warden at Vigo Allotments be made aware that it was her making the enquiries about the plot, she then left the meeting.

The Chairman

Asked if anyone had any other suggestions, questions or concerns. As there were no further points the surgery was closed at 7.18pm



Minutes of Allotments Committee

Time and date

7.20pm on Thursday, 19 January 2017

Place

Town Council Offices, 66C High Street, Andover

Attendees:

Cllr K Hughes – Chairman (P) Arrived 7:04pm	Cllr A Cotter – Vice Chair (P)	Cllr V Pond (P)
Cllr R Rowles – (P)	Cllr C Bartholomew (P)	Cllr R Kidd (P)
Cllr L Gregori – (P)	Cllr B Long (A)	Cllr G McBride (A)

Other Town Councillors Present:

Cllr K Bird
Cllr L Gates

Officers Present:

Wendy Coulter (Town Clerk) (P) (taking minutes)
Tor Warburton (Committee Officer) (P) (training)

Allotment Wardens Present:

None

Members of the Public Present:

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AC 34/16	Apologies	Action
	Apologies for absence were received and accepted from Cllr B Long and Cllr G McBride.	
AC 35/16	Declarations of interest	Action
	Cllr R Rowles declared an interest in Item 10 as he is the Chairman of Trustees for Andover Trees United. Cllr C Bartholomew declared and interest in Item 10 as she is a Member of Andover Trees United.	
AC 36/16	Minutes	Action
	The Minutes of the Allotments Committee meeting held on the 27 October 2016 were amended and signed by the Chairman as	

	<p>a correct record as proposed by Cllr Cotter and seconded by Cllr Kidd. A vote was taken and 4 approved and 3 abstained due not being present at the previous meeting.</p> <p>RESOLVED: That the amended Minutes of the Allotments Committee meeting held on the 27 October 2016 be agreed and signed by the Chairman as a correct record</p>	
AC 23/16	Follow up report from previous meeting	Action
	<p>Cllr K Hughes allowed Mr Long a chance to speak. Mr Long expressed concern that a letter requested at the last meeting had not been received yet. The Town Clerk responded that it would be sent next week. Mr Long requested an update on the Bore Holes from Cllr Rowles, who updated him on the progress and stated that a long and in-depth report would be submitted soon and that he would receive a copy. Cllr Rowles requested any questions so that they could be answered in the report.</p> <p>Members received an update report from the Town Clerk, as the Allotment Officer was not present, on actions taken since the previous meeting.</p>	Town Clerk to send written response to Mr Long.
AC 24/16	Allotment Accounts to 31 December 2016	Action
	<p>The Town Clerk updated members on the Allotment accounts up to 31 December. It was noted that rents brought the account into credit. It was noted that budget spend was lower than in previous years.</p> <p>Cllr L Gregori asked that it be noted that the difference was still in deficit – Noted.</p>	
AC 25/16	Rules and Regulations	Action
	<p>It was proposed by Cllr K Hughes and seconded by Cllr V Pond that the Rules and Regulations be approved and sent out making it clear that they would be reviewed in a year and that some Rules and Regulations could not be applied retrospectively to existing Allotment Holders. Specifically the rules as stated:</p> <ul style="list-style-type: none"> • Not to put up any Buildings within the Allotment Plot except for storage or composting or for a purpose relevant to Allotment Plot Activities. All buildings will require prior written consent from the Council. • Sheds and greenhouses should not have a floor area exceeding 4.5sq m. (8 x 6ft) • The floor area of a Polytunnel should be the lessor of 32sq m, or one quarter of the area of a rented plot. (6 x 5 m) • No concrete bases are permitted under any circumstances. • Buildings must be erected on the Allotment Plot and must be at least two feet from any fence, path or track. • Any Buildings must be well constructed and maintained • Any buildings put up on the allotment plot must be removed by the tenancy termination date. 	To distribute new Rules and Regulations to all allotment holders and new Tenancy Agreements.

	<ul style="list-style-type: none"> Fruit trees are the only permitted tree to be planted on an allotment. Grown height should not exceed 2m, failure to maintain this height may result in the Specialist Service carrying out the work and the Tenant to pay Specialist's invoice. <p>A vote was taken and it was approved unanimously.</p> <p>RESOLVED: That the Rules and Regulations be approved and sent out making it clear that they will be reviewed in a year and that they will not be applied retrospectively to existing Allotment Holders, for specific points as listed.</p>	
AC 26/16	Maintenance Contractor	Action
	Report was given and noted.	
AC 27/16	Storage Facilities	Action
	<p>The Town Clerk informed members that a meeting would be held with the developers of Picket Piece to confirm that, if a storage container could be stored at the new allotments, it could enter and leave once the building work is completed. The Town Clerk informed members that the gate to the allotments could be slightly bigger than average to allow the container access and exit.</p> <p>Cllr Bartholomew asked what was to be stored and was informed that it would be any large items that the Council is unable to store elsewhere, for example the barriers for the Christmas tree and coverings for the allotment plots.</p>	
AC 28/16	Livestock	Action
	<p>Cllr L Gregori asked why this item was on the agenda as the rules clearly stated that livestock was allowed if for the use of the tenant and if the tenant follows good practice. The Town Clerk responded that there had been a large response to this request and the Officers wished to bring it to Committee so that the existing tenants did not feel their concerns were being ignored.</p> <p>The Committee carefully considered the proposals and it was proposed by Cllr K Hughes and seconded by Cllr A Cotter that the tenant be allowed to keep rabbits on the allotment subject to consultation with the Pest Controller and following best practice as laid out by the National Association of Allotment Holders.</p> <p>RESOLVED: That the tenant be allowed to keep rabbits on the allotment subject to consultation with the Pest Controller and following best practice as laid out by the National Association of Allotment Holders.</p>	
AC 29/16	Poly Tunnel Request	Action
	Members were informed that Andover Trees United had applied to erect a poly-tunnel. There had been a lot of interest	

	<p>regarding this request, therefore, Officers wished to bring it to Committee for guidance.</p> <p>Cllr. R Rowles recused himself as Chair of Trustees of Andover Trees United and did not speak or vote on the item.</p> <p>It was noted that if Andover Trees United wished to grow fruit and vegetables then another plot would be found for them as the current plot was unsuitable for growing.</p> <p>It was proposed by Cllr K Hughes and seconded by Cllr R Kidd that if the proposed poly tunnel fitted within the size permitted by the Rules and Regulations then the Officers were empowered to allow the Community Group to erect it.</p> <p>RESOLVED: That if the proposed poly tunnel fits within the size permitted by the Rules and Regulations then the Officers are empowered to allow the Community Group to erect it.</p>	<p>AO to send letter to Andover Trees United.</p>
AC 30/16	Allotment Plots	Action
	<p>It was noted that 15 plots had been taken up in the last two weeks and that the following numbers of plots were vacant on each site:</p> <p>Admirals Way: 9 Barlows Lane: 3 Churchill: 1 Mylen Road: 2 Old Winton Road: 7 The Drove: 11 Vigo Road: 10</p> <p>Cllr Gregori suggested that allotment plot availability should be added to the website to raise awareness of vacancies and Cllr Pond suggested they could also be added to the Town Council noticeboard.</p>	<p>AO to add vacant plots to website and noticeboard.</p>
AC31/16	Allotment Officer Report	Action
	<p>Members received a written report from the Allotment Officer on all activities on the allotments. The Town Clerk read the Allotment Officers report (attached to record minutes). Following this Cllr C Bartholomew suggested that the reports and newsletters should be put on the website.</p> <p>It was noted that the opening of an allotment Facebook page is not an Andover Town Council initiative but is actually a tenant's initiative and that before the Facebook page goes ahead the Allotment Officer should bring it back to Committee.</p>	<p>AO to bring back report on Facebook page to future Committee meeting.</p>

The Chairman closed the meeting at. 8.35pm

Chairman

Date