



# ANDOVER TOWN COUNCIL

# A

## Notes of Allotment Committee Surgery

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### Time and date

7.00pm on Thursday, 5 April 2018

### Place

The Upper Guildhall, High Street, Andover, SP10

### Attendees:

#### Town Council Representatives

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

### Officers Present:

Tor Warburton (Committee Officer) (training) (P) (taking the minutes)

Lisa Laing (Out-going Allotment Officer)

Fern Long (Allotment Officer)

### Other Town Councillors Present:

Cllr L Gates

### Borough Councillors:

0

### Allotment Wardens Present:

1

### Allotment Holders Present:

1

### Members of the Public Present:

2

### Allotment Holders Surgery

Cllr A Cotter (Vice-Chair) opened the surgery at 7:00pm and welcomed all attendees.

### The Vice-Chair

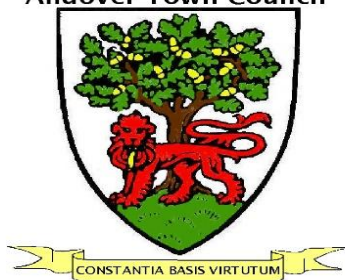
Asked if anyone had any suggestions, questions or concerns.

A member of the Drove Association (Warden) expressed concern that the minutes of the Allotment Committee Minutes are not reflecting the attendance of the Allotment Wardens. He was assured this would be rectified.

An allotment holder at Barlow's Lane asked how long much longer the rat bait boxes were going to be in place on the allotment site? He was assured that this would be chased.

Surgery Closed 7.04pm

Andover Town Council



## Minutes of Allotments Committee

### Time and date

7.05pm on Thursday, 5 April 2018

### Place

The Upper Guildhall, High Street, Andover, SP10

### Attendees:

Cllr K Hughes – Chairman (P) (7.12pm)	Cllr A Cotter – Vice Chair (P)	Cllr V Pond (A)
Cllr R Kidd (P)	Cllr C Bartholomew (P) (7.04pm)	Cllr B Long (P)
Cllr L Gregori – (P)		

### Other Town Councillors Present:

Cllr L Gates

### Officers Present:

Tor Warburton (Committee Officer) (training) (P) (taking the minutes)

Lisa Laing (Out-going Allotment Officer)

Fern Long (Allotment Officer)

### Allotment Wardens Present:

1

### Members of the Public: 2

<b>AC 34/17</b>	<b>Apologies</b> Apologies for absence were received and accepted from Cllr V Pond Cllr C Bartholomew arrived (7.04pm)
<b>AC 35/17</b>	<b>Declarations of interest</b> No declarations of interest were received.
<b>AC 36/17</b>	<b>Minutes</b> It was proposed by Cllr C Bartholomew and seconded by Cllr R Kidd that the Minutes of the Allotments Committee meeting held on the 18 January 2018 were accepted and signed, by the Vice Chair, as correct record. A vote was taken: 4 For and 1 Abstention - Passed.  <b>RESOLVED: that the Minutes of the Allotments Committee meeting held on the 18 January 2018 were accepted and signed, by the Vice Chair, as correct record.</b>  Cllr L Gates brought to the Committee's attention that the Town Centre Partnership's Plant Fair is going ahead on the 24 June 2018 and the Town Centre Manager will send details to the Committee Officer.
<b>AC 37/17</b>	<b>Cherry Tree</b> Cllr K Hughes arrived 7.12pm

	<p>The three quotes were received for the removal of two trees from Vigo Allotment Site. It was noted that all the quotes named different trees:</p> <p>Quote 1: Cherry/Ash - £474  Quote 2: Cherry/Silver Birch - £335  Quote 3: 2 x Cherry - £295</p> <p>It was confirmed that all the tree surgeons have been asked to chip the trees and leave the chippings on site.</p> <p>Cllr B Long proposed that Quote 2 was the better quote as this was the only quote that stated they would remove the tree stumps.</p> <p>Cllr B Long proposed and Cllr R Kidd seconded that the Committee recommend that the Allotment Officer accepts Quote 2.</p> <p>A vote was taken, which was unanimous.</p> <p><b>RESOLVED: that the Committee recommend that the Allotment Officer accepts Quote 2.</b></p> <p>The Committee agreed that in future all the received documents do not need to be submitted to Committee. The Committee is satisfied that if the Allotment Officer has seen the appropriate documents then then quote can be submitted to Committee with a report.</p> <p>The Vice-Chair passed the meeting to the Chair at 7.21pm</p>
<b>AC 38/17</b>	<b>Picket Piece Allotments (Ox Drove)</b>
	<p>It was confirmed that there is no new update on the Picket Piece allotment site but that it was still not fit for purpose.</p> <p>Cllr B Long stated that Test Valley Borough Council met with the developers to discuss the public land and the developers have agreed a sum of money to put the public land right. A meeting was made by Test Valley Borough Council for a meeting with Andover Town Council and the developers but it had to be cancelled due to inclement weather and it is yet to be rescheduled.</p> <p>It was confirmed that Andover Town Council do not need to accept the allotments if they are not considered to be fit for purpose.</p>
<b>AC 39/17</b>	<b>Allotment Standards and Specifications</b>
	<p>Cllr L Gregori confirmed that there was no update as yet. Cllr B Long asked Cllr L Gregori what he felt should be included in the Allotment Standards and Specifications as all the allotment sites were so unique as to make this very difficult. Cllr L Gregori stated that the concern was mainly items like hedges and boundary issues and were possible he would like these items consistent across the sites in order to minimise maintenance costs. Cllr L Gregori will speak to all Councillors and Wardens to compose a comprehensive list.</p>
<b>AC 40/17</b>	<b>Terms of Reference</b>
	<p>The Committee were concerned that the Terms of Reference allow for only 6 members of the Committee. Cllr B Long proposed that this should be 7 but received no seconder.</p> <p>Cllr L Gregori proposed and Cllr A Cotter seconded that the maximum Allotment Committee membership should be amended to 9.</p> <p>A vote was taken: For – 5, Against – 1. Passed</p> <p><b>RESOLVED: that the maximum Allotment Committee membership should be amended to 9.</b></p> <p>Cllr K Hughes proposed and Cllr C Bartholomew seconded that the Committee accept the amended Terms of Reference for the Allotment Committee.</p>

	A vote was taken: For – 5, Against – 1.  <b>RESOLVED: that the Committee accept the amended Terms of Reference for the Allotment Committee.</b>
<b>AC 41/17</b>	<b>Allotment Officers Report</b>
	The Allotment Officer delivered her report which was received and noted.

The Chairman closed the meeting at. 8.46pm

*Signed by Chairman*

*5 July 2018*