



ANDOVER TOWN COUNCIL

A

Notes of Allotments Sub-Committee Surgery

Time and date

7.30pm on Tuesday 22 January 2013

Place

Town Council Office, 66C High Street, Andover

Attendees:

Cllr G McBride (P) Cllr Z Brooks (P) Cllr P North (P)
Wendy Coulter (Town Clerk) (P)

Mr S Hardstaff – Allotment Holder (Old Winton Road)

Mr R Noyce – Allotment Warden (Barlows Lane)

Mr D Bolland – Allotment Warden (Admirals Way)

The following points were raised by allotment holders during the Surgery:

- Concern about Plot 73 on Barlows Lane
- Court case at Eastleigh, have they put the rents back to the original levels? What were they before? Can the Town Council contact Eastleigh and find out what they are doing? If Eastleigh's actions were legal, why is it being taken to Judicial Review?
- It is unfair to charge allotment holders for work that should have been carried out by Test Valley Borough Council
- Admirals Way, the entrance gate needs to be looked at again, it is still not closing properly
- Old Winton Road – needs a new notice board
- Barlows Lane – there are several trees which are overhanging and need cutting back
- Barlows Lane – the toilet needs looking at, it is in a poor condition

It was suggested that a survey should be carried out with the allotment holders as to whether the toilets should be kept. It was suggested that if over 50% responded saying they did not want the toilets, the toilets should be removed and reduce the cost to the allotment holders.

The Allotment Sub-Committee Members explained that the Town Council would source a 'better value' contract for the toilets. The service would be reviewed at the end of 2013.



Notes of Allotments Sub-Committee

Time and date

8.00pm on Tuesday 22 January 2013

Place

Town Council Offices, 66C High Street, Andover

Attendees:

Cllr G McBride (Chairman) (P)

Cllr J Evans (Vice Chairman) (A)

Cllr Z Brooks (P)

Cllr A Cotter (A)

Cllr P North (P)

Officers Present:

Wendy Coulter (Town Clerk) (taking the notes) Mary Bayes (Allotments Officer)

1	Apologies for Absence	Action
	Apologies for absence were received and accepted from Cllrs A Cotter and J Evans.	
2	Declarations of Interest	
	There were no declarations of Interest.	
3	Notes	Action
	The notes of the previous meeting held on 11 October 2012, were signed by the Chairman as a correct record.	
4	Allotment Administration	Action
	<p><u>4.1 Unapproved access to Vigo Road Allotment Site</u> The Allotments Officer reported that access gates had been created from neighbouring properties onto the allotment site. The Committee agreed that Officers write to the tenants to formalise the agreement to cease access once tenant leaves said property.</p> <p><u>4.2 Access to Vigo Road site via Icknield F E Centre</u> The Allotments Officer reported that Icknield Trust had approached the Town Council with a view to renewing the fencing along Vigo Road bordering the Allotment site. The Trust had also requested that they have access onto the allotments through said fencing. The Committee considered the request. It was agreed that Hampshire County Council would be responsible for the fencing. It was agreed that the Trust should be given permission for access.</p> <p><u>4.3 ACE Sanitation Contract Renewal – Renewal/Approval</u> The Allotments Officer reported that the ACE Sanitation Contract was due for renewal at the end of March 2013. Members discussed the Pro's and Con's of providing the toilets, costs and</p>	<p>4.1 Write formal agreement to tenants.</p> <p>4.2 Contact HCC to establish ownership of the fencing Write to the Trust to give permission for access.</p> <p>4.3 Officers investigate costs for removal of toilets during winter months. Obtain at least 2 further quotes for provision of toilets. Officers investigate possibility of bringing the ATC owned units back up to standard. Officers investigate whether Eco toilets could be provided.</p> <p>4.4 Officers to send final written</p>

<p>whether they should be removed during the winter months. The Committee agreed that investigation into costs for removal of Toilets should be investigated, further quotes from other suppliers for the toilets should be sought. The toilets owned by Andover Town Council should be brought up to a reasonable standard. Members requested officers to investigate the possibility of Eco toilets.</p> <p>4.4 Health & Safety on Allotment Sites The Allotment Officer reported that a number of tenants have been leaving gates unlocked and open on allotment sites. When the AO investigated, it was found that tenants felt vulnerable on the sites with the gates locked, expressing concern that emergency vehicles would not be able to get through if the gates were locked. Members discussed the issue and agreed that as due process had been followed by officers, and the rules of the Allotments stated that gates must be locked at all times, a final written warning should be issued to tenants. If they failed to comply, Officers were to begin eviction proceedings.</p> <p>4.5 Notice to Quit – notification to committee The Allotment Officer reported that there were two long standing persistent non-cultivators with 3 plots each. They have been monitored for the correct amount of time and the Notice to Quit will be served in March 2013. The Committee noted the AO's actions and approved the procedure.</p> <p>4.6 Bi Annual Site Inspections The AO suggested that Town Council staff carry out bi-annual site inspections. Plot holders would be informed of the pending inspection. Members considered the suggested and recommended that a Councillor accompany the AO on her inspections.</p> <p>4.7 Existing tenants living outside boundary The AO reported that 46 tenants, some with multiple plots were living outside the ATC boundary. The Committee recommended that the Town Clerk investigate the Legal position with regard to removing tenants who live outside the boundary.</p> <p>4.8 Chicken Coup – size restrictions The AO suggested that the size of chicken coups should be regulated. She reported that a number of comments had been made regarding a chicken coup on Vigo Road allotments that was currently housing over 30 chickens. The Committee considered size restrictions and regulation of chicken coup. It was suggested that the AO investigate what other authorities' restrictions were, if any and report back to the next committee meeting.</p>	<p>warning to tenants not complying with locking the allotment gates. If no compliance, eviction notices to be issued.</p> <p>4.5 AO to serve Notice to Quit</p> <p>4.6 1 Councillor (any) to accompany AO on Bi-Annual site inspections.</p> <p>4.7 Town Clerk to contact solicitor to find out the legal position with regard to existing tenants living outside the Town Council boundary.</p> <p>4.8 AO to investigate any restrictions imposed by other allotment authorities for the size of chicken coups. AO to report findings back to the next meeting.</p>
<p>5 To Note</p>	
<p><u>Parking Restrictions at Mylen Road</u> The AO reported that Parking Restrictions were being implemented by Test Valley borough Council on the roads near to the Mylen Road Allotments. Allotment holders had expressed their concern that they would have nowhere to park their cars. The Committee agreed that the situation would be monitored.</p> <p><u>Greenhouse break-in and fire</u> The AO reported that a greenhouse was broken into and crops were burnt at Old Winton Road Allotment site on Bonfire Night. The Committee agreed that the situation would be monitored.</p>	
<p>6 Date of Next Meeting</p>	
<p>It was agreed that the next meeting would take place on 26 March 2013 with the Surgery starting at 7.00pm.</p>	

The Chairman closed the meeting at 8.45pm.

Chairman

Date