



ROOKSDOWN PARISH COUNCIL

**Draft MINUTES OF THE MEETING OF
ROOKSDOWN PARISH COUNCIL (RPC)ALLOTMENTS WORKING GROUP
held in the ROOKSDOWN COMMUNITY CENTRE, ROOKSDOWN
on 26 April 2018 at 7.45 PM**

	In Attendance	Apologies	Absent
Cllr Chris Hendon	✓		
Cllr Scott Mason	✓		
Peta Brocklebank		✓	
Jeremy Hartley	✓		
Lesa Dyson	✓		
Tom Scantlebury	✓		
Shalewa Adebessin	✓		
Manus Spruyt (for Pam Corrigan)	✓		

Also attending

Martin Whittaker, Clerk

1 Welcome and apologies

The Clerk welcomed all to the meeting and explained the status of a Parish Council Working Group. Apologies had been received from Peta Brocklebank.

2 Introductions

Manus Spruyt, who shared the allotment with Pam Corrigan, would be attending instead of her due to work commitments.

3 Appointment of Chair

The Clerk explained that a Parish Councillor should be chair. Cllr Hendon volunteered and, in the absence of any opposition, was installed as Chair.

4 Agreement of Terms of Reference

The Chair went through the Terms of Reference, which were agreed by the Group.

5 Summary of RPC decisions at the March meeting

These were summarised by the Clerk:

- There were no significant parking issues remaining
- Sheds would be allowed
- Bonfires would only be allowed in purpose-built incinerators in a designated communal area
- No decision on a toilet would be made before September
- A budget had been allocated for fencing work

6 Confirmation of the areas of interest of the Group

Members were interested in:

- Maintenance of plots
 - One of the biggest problems with allotments was non-maintenance, as this quickly resulted in the spread of weeds to neighbouring plots. This was covered in the Rules, but needed to be enforced.

- The Clerk explained that this would be enforced under the Rules, providing he was notified of the issue.
- Fencing
 - The Clerk explained that, though the corner posts on each plot were solid, he had been informed that the fences round each allotment were very flimsy and would not last. Also, it was necessary to create entrances in the parts of split plots with no gates.
 - It was agreed to leave the fences in position for as long as they lasted, but RPC would not maintain them. Tenants would then be free to remove them.
 - An RPC contractor would remove the fence at the short end of split plots where there was no entrance.
- Compost bins
 - Compost bins were provided for all original plots, but this meant half of the split plots would not have one. However, these were very small and of dubious quality. Allotment holders would require better and larger bins. Suitable "[Green Johanna](#)" bins were available for £25, subsidised by BDBC.
 - The options were:
 - To leave things as they were and allow tenants to provide their own bins
 - RPC to provide Johanna bins for plots without bins
 - RPC to provide Johanna bins for all plots.
 - Cllr Hendon would take the matter to the next RPC meeting.
- Maintenance of common areas
 - All grass would be cut by an RPC contractor
 - The exterior fences and planting would be maintained by the developer for 12 months, then by RPC.

7 Feedback on the Allotment Rules

- Children
 - The definition of "children" in 3.8 would be the generally accepted legal definition, ie those under 18 years of age.
- Sheds and buildings
 - The meaning of "approved wood preserver" in 3.6 2 should be clarified.
- Residential status
 - 3.7 requires tenants to give up plots if they move out of Rooksdown, yet there are non-residents on the waiting list. Please can the situation with respect to non-residents be clarified?

8 GDPR – sharing of email addresses

All members of the Group agreed that the Clerk could share their email addresses with the rest of the Group, to promote sharing of ideas.

9 Actions

- Clerk to update the Rules
- Chair to take the following points to RPC for resolution:
 - To note the minutes of the Allotment Working Group meeting 26 April
 - To resolve the matter of compost bins
 - To leave things as they are and allow tenants to provide their own bins
 - RPC to provide "Green Johanna" bins for plots without bins, ie 9 at £25 each
 - RPC to provide Green Johanna bins for all 25 plots.
 - To approve the recommendation of the AWG for fencing
 - To leave the fences in position for as long as they lasted, but RPC would not maintain them. Tenants would then be free to remove them.
 - An RPC contractor would remove the fence at the short end of split plots where there was no entrance.
 - To clarify the situation with respect to non-residents of Rooksdown

- 3.7 requires tenants to give up plots if they move out of Rookdown, yet there are non-residents on the waiting list. Please can the situation with respect to non-residents be clarified?
- To approve the Rules for Allotment Plot Tenants.

10 Next meeting

Members felt that another meeting should take place when the date for handover of the allotments is known.