

ROOKSDOWN PARISH COUNCIL

DRAFT MINUTES OF A MEETING OF THE ALLOTMENTS COMMITTEE HELD ONLINE ON 25 August 2020 at 1930

	In Attendance	Apologies	Absent
Cllr Norman Morris (Chairman)	✓		
Cllr Dan Harris	✓		
Cllr Paul Lovett		✓	
Cllr Paul Mahoney	✓		
Cllr Scott Mason	✓		

Clerk:

Martin Whittaker

In attendance:

3 members of the public

Action

- 20/1 **To receive and accept apologies for absence**
Apologies were received from Cllr Lovett.
- 20/2 **To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**
None.
- 20/3 **To invite members of the public to address the meeting (up to 15 minutes in total)**
One member of the public stated that some of the allotments were not being maintained to the required standard. The Chairman replied that the Committee would be visiting the site in the near future to check for such matters, but in the meantime it would be useful if she could pass the plot numbers to the Clerk.
- 20/4 **To approve Terms of Reference for the committee**
The motion being proposed by Cllr Mahoney, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to approve the Terms of Reference.
- 20/5 **To decide under what circumstances children's play equipment such as swings would be allowed on allotment plots**
After considerable discussion it was concluded that play equipment on the plots was acceptable provided it did not interfere with the primary use of the allotments.
The motion being proposed by Cllr Morris, seconded Cllr Harris, **IT WAS RESOLVED** unanimously to allow the use of play equipment on allotment plots provided that:
- In the councils' opinion the equipment was:
 - not the focal point of the allotment
 - did not adversely impact on the cultivation of the allotment
 - Written permission was sought and given by the Allotments Committee.
- For avoidance of doubt, it was agreed that this applied to existing play equipment on plots, and tenants should seek retrospective permission as above.

- 20/6 **To consider whether the keeping of bees should be allowed on allotment plots**
 The Chairman sought the opinions of the members present and members of the public in attendance. Opinions were generally in favour, but members felt that more consultation was required.
 The Clerk was asked to post the BDBC rules for beekeeping on allotments to the Facebook group and ask members of the group to comment within 2 weeks. Comments would then be considered at the next meeting of the Committee with a view to resolving this issue. **Clerk**
- 20/7 **To consider “lessons learnt” from the work of the Allotments Complaint Committee**
 The Chairman summarised the lessons learnt over the past year:
- The allotments had generally been very successful, especially in the light of the council’s lack of previous experience
 - An Allotments Committee (this Committee) should be set up
 - Better monitoring of the site by the Committee was required
 - Better reporting of issues, eg unattended fires, should be encouraged
 - The formation of an Allotments Association should be encouraged
 - The Rules should be reviewed to make improvements including
 - establishing a better mechanism for dealing with matters of conformance to the Rules
 - the taking of deposits from new tenants.
- The first step would be for the members to attend the site for a drop-in session on 5 and 6 September from 1000-1200. The Clerk was asked to advertise this on Facebook. **All Clerk**
- 20/8 **Chairman’s and Clerk’s correspondence**
 None.
- 20/9 **Chairman to close meeting**
 The meeting was closed at 2015.