

HUGHENDEN PARISH COUNCIL
ALLOTMENT LIAISON COMMITTEE

Minutes of the meeting held on Wednesday 13th April 2016

At the Council Offices commencing at 8.00 pm

UNCONFIRMED

Present:	
<p>Cllr. Dennis Hackling (Chairman) Cllr Brain Swain</p> <p>Bill Humphrey (Cryers Hill) John Capel (Red Lion) Paul Cawte (Hughenden Valley) Neil McMinn (Walter's Ash) Hugh McCarthy (Windmill Lane) Ian Williams (Primrose Hill)</p> <p>Jill Armshaw (Deputy Clerk)</p> <p>The meeting started at 8.00 pm</p>	
1	<p>Apologies for absence</p> <p>Apologies for absence were received from Mark Booth (Louches Lane).</p>
2	<p>Minutes of previous meeting</p> <p>The minutes of the meeting held on 13th January 2016 were approved and signed by the Chairman.</p>
3	<p>Matters arising</p> <p>The Deputy Clerk reported that the land at Cryers Hill Allotment is rented from a local farmer on an annual lease at a cost of £300.00 per annum.</p>
4	<p>Tenancy renewal & occupancy report</p> <p>The Deputy Clerk reported the following occupancy levels: Cryers Hill 72%, Hughenden Valley 89%, Louches Lane 79%, North Dean 50%, Primrose Hill 100%, Red Lion 91%, Walter's Ash 100%, Windmill Lane 90%. Overall occupancy 84%. Representatives reported that some tenanted plots remain unworked. Representatives agreed to inform the Deputy Clerk about unworked plots.</p>
5	<p>Transfer of allotment land update</p> <p>The Chairman reported that the transfer was on hold until the outcome of the tribunal is known. The Deputy Clerk confirmed that a local council can insure land which it may not own.</p>
6	<p>Report from allotment training course</p> <p>The Deputy Clerk reported on a recent course which she attended on allotment law and management. The course was organised by the SLCC and the trainer was Karen Kenny, President of the National Society of Allotment and Leisure Gardeners (NSALG). Take away points were: regarding allotments as a community resource and green space, consideration of Allotment Associations, national average rent is £52.00 per annum which is double current Hughenden Parish Council rent, consideration of adopting national recommended tenancy agreement and regulations, consideration of improved management of allotments. National Allotment week is 8th – 14th August 2016. Hughenden Parish Council is a member of the NSALG.</p>
7	<p>Compost</p> <p>The Deputy Clerk reported that Council had recently received a complaint from a tenant</p>

	concerning rats. The tenant had speculated that rats were attracted to compost enclosures. A pest control officer has inspected the site and concluded that the rats were most likely coming from a neighbouring farm rather than the allotment enclosures.
8	Date of annual allotment competition 2016 It was agreed that the Annual Allotment Competition be held on Saturday 23 rd July 2016 or as near that date as judging can be arranged. The Deputy Clerk agreed to post notices concerning the competition and judging categories.
9	Any other business <ol style="list-style-type: none"> a. Ian Williams asked when the piles of stones at Primrose Hill might be removed. The Deputy Clerk responded that Council has resolved to remove the stones and the work will be carried out when the ground is dry and the contractor available. b. Neil McMinn asked whether Council receives a wayleave payment for the substation and power cable at Walter's Ash Allotment. Clerk to investigate with SSE. c. Neil McMinn asked whether the tall trees on the left hand side of the boundary at Walter's Ash Allotment might be reduced in height or removed. The Deputy Clerk agreed to investigate management of these trees. d. In keeping with the Data Protection Act, it was agreed that all members of the Allotment Liaison Committee have given consent for their email addresses to be shared with other members of the committee. e. The Deputy Clerk reported that following her attendance at the recent allotment management training there may be difficulty in charging allotment deposits to existing tenants as resolved by Council. It was agreed that the policy of charging deposits may need to be reviewed in light of advice from the NSALG. Allotment law does allow a local authority to claim back cost from tenants to reinstate a plot. f. Paul Cawte reported that Hughenden Valley Allotment tenants will be holding their second annual BBQ and social gathering on Bank Holiday Monday 29th August 2016. This event was a huge success last year. g. Hugh McCarthy asked about Council's position regarding bonfires at allotment sites. The Deputy Clerk reported that the NSALG do not recommend permitting bonfires. h. Hugh McCarthy asked if rotten and missing plot marker posts might be replaced. The Deputy Clerk reported that some posts have already been replaced. It was agreed that representatives will identify rotten and missing posts and inform the Deputy Clerk who will instruct a contractor to action. i. It was noted that the grass cutting contractor may be damaging the wooden plot marker posts. The Deputy Clerk agreed to remind all contractors to avoid damaging wooden posts with grass cutting equipment. j. Paul Cawte shared information about a musical he has co-written concerning the centenary of the Battle of the Somme. The musical will be performed at All sainta Church, High Wycombe on 9th July 2016 at 7.45 pm, all proceeds to The Poppy Appeal. www.ofheroichearts.com. <p>Cllr Dennis Hackling, Chairman of the meeting, informed members that he is retiring as a Councillor after 6 years of service to Hughenden Parish Council. Members thanked Cllr Hackling for his time as a Councillor and member of the Allotment Liaison Committee.</p>
10	Date of next meetings 14 th September 2016 11 th January 2017 3 rd May 2017 13 th September 2017
	The meeting closed at 9.00 pm

Signed by the Chairman:

Date: