

HUGHENDEN PARISH COUNCIL
ALLOTMENT LIAISON COMMITTEE

Minutes of the meeting held on Wednesday 14th September 2016

At the Council Offices commencing at 8.00 pm

UNCONFIRMED

Present:	
Cllr. Brian Swain (Chairman)	
Mark Booth (Louches Lane)	
John Capel (Red Lion)	
Daphne Hicks (Hughenden Valley)	
Angus Idle (Hughenden Valley)	
Neil Fletcher (Walter's Ash)	
Hugh McCarthy (Windmill Lane)	
Jill Armshaw (Deputy Clerk)	
The meeting started at 8.00 pm	
1	Apologies for absence
	Apologies for absence were received from Cllr Chris Waterton, Hugh McCarthy (Windmill Lane), Paul Cawte (Hughenden Valley) and Neil McMinn (Walter's Ash).
2	Minutes of previous meeting
	The minutes of the meeting held on 13 th April 2016 were approved and signed by the Chairman.
3	Matters arising
	The Deputy Clerk gave an update on the following: <ul style="list-style-type: none"> a. Primrose Hill – stones/flints to be removed during winter months. b. Walter's Ash – annual substation wayleave of £2.50 per annum received from SSE. c. Walter's Ash – request to cut back overhanging branches shading plots. Council agreed in July 2016 that no action be taken as there are no health and safety considerations and the cost of cutting back the trees would be considerable. d. Plot marker posts – missing/broken posts have been replaced.
4	Tenancy renewal & occupancy report
	The Deputy Clerk reported the following occupancy levels: (vacant plots/total plots) Cryers Hill 4/18, Hughenden Valley 4/44, Louches Lane 8/42, North Dean 3/12, Primrose Hill 0/17, Red Lion 0/43, Walter's Ash 0/35, Windmill Lane 0/42.
5	Allotment inspection & tenancy termination
	Following plot inspections in July 2016, 31 tenants received notice to terminate tenancy due to lack of cultivation. 23 tenancies were terminated and 9 appeals upheld. It was agreed that adverts be placed in ward magazines and on notice boards at the start of 2017 to increase awareness about vacant plots.
6	Transfer of allotment land update
	The Chairman reported that the transfer was on hold until the outcome of the tribunal.
7	Annual allotment competition 2016
	Certificates and cups will be presented at the allotment tenants meeting on 9 th October 2016.

8	<p>Allotment Tenants Meeting 9th October 2016</p> <p>The first annual allotment tenants meeting will be held on Sunday 9th October 2016 at 7.30 pm at Great Kingshill Village Hall. Following presentation of competition cups and certificates, Frank Parge will give a talk on allotment gardening and answer questions.</p>
9	<p>Any other business</p> <ul style="list-style-type: none"> a. The Deputy Clerk thanked members for their input into the review of the revised draft Allotment Agreement which was resolved by Council on 13th September 2016. b. The Deputy Clerk reported that Council has resolved that no deposits will be charged and that notice of a £10 per plot rent increase will be given in tenancy renewal letters. c. Daphne Hicks reported that tenants of Hughenden Valley Allotment enjoyed a successful Bank Holiday social event on 29th August 2016 with more than 25 people attending. d. The Deputy Clerk thanked Mark Booth for his assistance in replacing Council Chamber ceiling light bulbs!
10	<p>Date of next meetings</p> <p>11th January 2017 3rd May 2017 13th September 2017</p>
	<p>The meeting closed at 8.45 pm.</p>

Signed by the Chairman:

Date: