



MINUTES OF MARTHAM PARISH COUNCIL ALLOTMENT COMMITTEE

MEETING

Held at the Community Centre on:
Friday 2nd November 2017 at 2.00 pm

Present; Cllrs Gates, Starkings (chair), Watson
Clerk; Mrs Sarah Hunt and Miss Stacey Kent
Three members of the public were also present.

1. ATTENDANCE

All present.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllrs Starkings and Watson hold allotment tenancies and have been granted dispensations.

3. PUBLIC FORUM

Rats have been seen on a number of plots. I was AGREED to use the previous Company to address the issue.

CLERK

A request was made to put an additional water point into the middle section of the allotments – costs to be investigated and referred to full council.

CLLR STARKINGS

4. RISK ASSESSMENT.

The Risk Assessment was reviewed and no new actions needed.

5. PLOT INSPECTION.

No significant issues at present.

6. VACANT PLOTS

Outgoing tenants to be asked if they are leaving sheds or similar on the plot when they vacate.

7. TREE RISK ASSESSMENT.

Previous Tree Risk Assessment to be located – if more than three years recommendation to full Council that a new assessment be undertaken.

CLERK

8. CONTRACTS 2018

Tenancy agreement to be amended to include:

5. The tenant shall during the tenancy carry out the following obligations:

b) No Nuisance or annoyance shall be caused by the tenant to any tenant of any other part of the allotments provided by the council *“or nearby householders”*.

d) All dogs must be kept *“on a leash/lead”* under reasonable control and any fouling be removed or buried.

Point to be added:

11. On the termination of the tenancy, the tenant shall remove any shed, greenhouse or other building structure erected in the Allotment Garden unless the Council agrees otherwise which shall be confirmed in writing to tenant.

9. FINANCE

Consideration needed for the following anticipated expenditure:

Trees on the Allotment	£300.00+
Hedgecutting	£100.00
Gravel/planings	£250.00

Water installation
Pest Control

unknown
£150+

This gives an anticipated expenditure over and above the current of £800.00. Notification has been received from Norfolk County Council of a rent review payable from April 2019.

It was AGREED to recommend to Council that for 2018 the rent increase by £2.00 to £32.00 for a full plot and by £1.00 to £16.00 for half in order to mitigate anticipated costs.

10. ITEMS FOR NEXT AGENDA

Minutes from 12th July 2017

Minutes from Friday 2nd November 2017

RECOMMENDATIONS TO COUNCIL on 15 November 2017;

1. That the rent of plots to increase by £2.00 for full and £1.00 for half next year.
2. That the installation of an additional water point be considered.
3. That a tree risk assessment be undertaken.
4. That the tenancy agreement be amended as shown in the minutes.

The meeting closed at 3.03pm.