

Marshfield Community Council

ALLOTMENT COMMITTEE MEETING

07 October 2011

Present: Mrs Bashi, Mr Ham, Mr Hemmings, Mr Kemp Philp

Apologies: Mrs Burke

Agenda:

- 1 Theft/break-ins on the allotments
- 2 To agree in principle the Co-option of Mr Ken Honey
- 3 News Letter
- 4 Letters received from tenants
- 5 Trees
- 6 Discuss outstanding debt from Tenants that have left the allotments
- 7 Hard standing MR 31
- 8 CL Gate
- 9 Gate keys
- 10 Gate
- 11 Shed maintenance issues
- 12 Burning on the allotment
- 13 Parking issues
- 14 Advertise Allotments / Marshfield Mail and other
- 15 Untidy Allotments
- 16 New Tenants
- 17 Resignations

1 Theft / break-ins on the allotments

Most of the sheds had been prised open (up to 20 plus), and rotivators, generators and strimmers were stolen. The police were informed and a site visit took place. A log number was created and the tenants were informed via email or telephone. Tenants were given the information of the details to contact the police if they wished to report anything missing.

The CL gate had been kicked in, and the hinge dislodged. A chain and lock were added to secure the gate for the night by member of the allotment committee. Many thanks for their help.

Darren Morgan 07971165771 Log 126 20th Sept 2011-09-20 darren.morgan@gwent.pnn.police.uk

2 To agree in principle the Co-option of Mr Ken Honey

It was decided that there was no need to co-opt Mr K Honey on the basis of representing other tenants as such because there was already protocol in place for self representation which gets used very well. He would need to be elected to the position of representative of the tenants, and that would be best recognised for instance through establishing an allotment association (this would have to include both sites).

It was decided that we ask the clerk to email all tenants from both sites that an allotment association could be formed. We would need to know how many tenants would be interested and for them to come back to the clerk. Should there be a positive response, then for them to agree that Mr K. Honey (tenant) who is keen to organise such an association would be allowed to access their contact details for communication purposes only on the basis of grounding an allotment association.

Further to the break-ins on the allotment sites, it was recommended that we advise the tenants of the following suggestions from the police and the general fears of the tenants on both sites.

Police Recommendations:

When on site close the gate at all times, this is a high priority security aspect, it stops unwanted persons from entering the sites to survey the layout of the land, and adjoining lands /the tenants, the structures and the equipment on site.

They advised that tenants not to secure their sheds too heavily as the damage will be more severe.

Do not leave expensive equipment in and around your sheds

Leave the potting flap down as they can have a look at what is in the shed and move on.

Do not leave any flammable liquids / gases anywhere on the site. It is against the rules to do so. Please see your hand book page 2 under General 1L .There was petrol found in some tenants sheds. Please stop this practice at once, and take it home. If a MCC shed is burnt, the tenant will have to replace it like for like. Tenants that continue to compromise the security of the shed in this way, will have their tenancy revoked without any repercussions on the side of MCC.

Tenants Concerns:

The theft of produce from the allotments closest to the gate.

The security of the Tenants on site especially the ladies have voiced concerns; particularly the allotments further to the rear of the sites.

The security of the children on site.

The dumping of material

Please what will it take for you to close the gate, if this is not enough then we will have to think of something more radical to secure the safety of all on site.

News letter to tenants.

Help to create a hard-standing

Help with manure

4 Letters received from tenants

Mr K. Honey wrote on behalf of tenants GT

Please let Mr Honey know, that there are formal channels for individual tenants to consult with the council. Please ask Mr K Honey to inform those with concerns to write directly to Mr G Thomas the clerk to the Council.

Mr J. McGrath GT

CL4 would like to have another allotment CL5, he would like to share it with Mr Elliott CL3.

Past decision is that there should be only one allotment per household.

It was decided that due to the impeccable state of these tenants and their existing allotments that the principle will be wavered on this occasion. Yes they can rent this plot. Please check there is no outstanding debt, and send an invoice to Mr McGrath and Mr Elliott. each for the sum of £10.00 rent charge.

Mr G. Blythe GT

Has asked for his wife to be added as joint tenant on his allotment MR 67. This has been done.

Please let him know.

Mr B. Covington and Mr T. Saltmarsh **GT**
Mr Covington is giving up his allotment on MR47, the roof has been repaired and he will need to be refunded the shed deposit of £30.00.

Mr Saltmarsh is giving up his allotment MR 45 and moving over to MR47. The deposit and rent will be transcribed like for like for the year 2011, as he has already paid and is just swapping over allotments. This has been agreed.

Mr R. Quinn
Letter received to erect one 8'x6' green house and one 6'x4' shed both to be located in line with existing structures to the rear of the allotment. This was agreed, and he has been informed.

Mr A. Quilter **GT**
Re: Fruit trees and the tub filled with glass. He needs to get in touch with Gareth to arrange a meeting.

Re: MCC Shed. It was decided that the MCC shed that exists on the allotment was in disrepair. With the understanding that if it was brought it up to standard they would be wavered a year's rent. Having had two years free shed rent, it was decided that in 2012 they will need to pay the rent and one off down payment for the shed.

5 Trees **GT**
All the tenants that have been written a letter regarding trees on their allotment need to be emailed / written a letter to ask them to get in contact with Gerry to arrange to meet with the allotment committee to discuss the matter. Gerry to wait till the allotment committee have drawn up the list of tenants to be added to the existing.

6 Discuss outstanding debt from Tenants that have left the allotments
Has Mr C paid the outstanding rent?

7 Hard standing MR 31 (News Letter) **RB**
Add to the news letter and the web page that we are looking for someone to help flatten the first allotment on the MR site to create a hard base.

8 CL Gate
Reimburse member of the allotment committee for the repair to the gate following the break-in.

9 Gate keys
Mr T. Manton has returned the key
Mr Carrell has swapped his key as it was fractured. MR 35

Mrs Hughs has returned her key to Gerry who has handed it back to me
GERRY HAVE YOU REFUNDED HER THE £5.00?

10 Gate **SH**
Please laminate 6x A4 poster to say:
Please close the gate after you pass through it. (MCC header)

11 Shed maintenance issues :
Tenants have been informed via email and verbally that they are advised to read the shed contract to which they have signed that clearly states that the maintenance and up-keep of the shed is the tenants sole responsibility. The damage to the roof of the sheds in the 3 instances have been repaired.

12 Burning on the allotment (News Letter) **RB**
This is an issue that continues to come up. Tenants continue to burn on the allotments during the day and then leave it to smoke for hours into the night this is unacceptable and this practice will need to cease. Tenants that are found to do this will have their tenancy revoked.

13 Parking issues (**News Letter**) RB

Please refer to your handbook that clearly states that Driving, parking or turning on any allotment plots other than your own is prohibited at all times. Page 5

14 Advertise Allotments SB+CH

Need to post laminated advertisement around the village
Post the info on the web site
Place advert in the MM

15 Untidy Allotments RB

Add to the news letter

16 New Tenants

Mrs L. and Mr J. Mills MR45, Tenancy agreement signed and handbook received.

Mr M. Gregory CL9, Tenancy agreement signed and handbook received

17 Resignations GT

Gerry please refund the £30.00 deposits for the shed and £20.00 gate key where applicable.

Sue Burke CL 9 £30.00 deposit for the shed and £20.00 gate key

Brian Covington MR 47 £30.00 deposits for the shed

END OF MEETING