

**MINUTES OF THE MEETING OF THE ALLOTMENT COMMITTEE HELD AT
LYNDHURST COMMUNITY CENTRE ON TUESDAY 6 SEPTEMBER 2011 AT 7.15 PM**

Present: Mrs H Klaassen (Chairman), Mrs A Butcher and Mr K Kaljura

In Attendance: Mrs M Weston (Clerk to the Council).

1. Election of Chairman

The Clerk asked for nominations for the position of Chairman. Mr Kaljura proposed, seconded by Mrs Butcher, that Mrs Klaassen be elected as Chairman for the ensuing year.

RESOLVED: That Mrs Klaassen be elected as Chairman for the ensuing year.

2. Apologies for Absence

Apologies for absence were received from Mr G Bisson and Mr M Rollé.

3. Declarations of Interest

None.

4. Minutes of Previous Committee Meeting

The minutes of the Committee meeting held on 11 November 2010 were signed as a true and accurate record.

5. Matters Arising

None.

6. Work/Activities Completed in Current Financial Year

(a) Track

It was noted that with assistance from several allotment holders work had now been completed on the interior allotment track although upkeep would be necessary in the future.

(b) Plot Clearance

The Chairman reported that, as far as possible, it was now policy to clear plots before they were re-let. A deposit was then charged which would be returned if the allotment concerned was returned in good condition.

(c) Signage

Additional signage had been placed on the two gates indicating a 5 mph speed limit and the fact that vehicles should not be parked on tracks.

(d) Inspections

It was reported that the Chairman and Clerk had conducted regular monthly inspections throughout the growing season and that follow up letters had been sent where necessary. Mrs Butcher indicated that she would like to join the next inspection when a date had been decided upon.

(e) Water Supply

One additional tap had been added and several had been replaced.

7. Further Items Discussed

(a) Noticeboards

Three quotations had been received for two oak noticeboards approximately two metres wide, to include a small box at the lower edge of the noticeboard. These were as follows:

Classic Joinery	£507.00 (+ VAT)
John Mackenzie	£884.00
Harry Stebbing	£1034.00 (+ VAT)

RESOLVED: To accept the quotation from Classic Joinery and to ask if they would also install the noticeboards.

(b) New Terms and Conditions

It had become apparent during the last few years that the present Terms and Conditions did not cover all aspects necessary to the efficient running of the allotment gardens. Therefore an extremely comprehensive new document had been compiled to try to combat the problem. Mrs Butcher stated, that on safety grounds, she would like to see the two ponds on site removed and no more should be allowed in the future. Attention was also drawn to the uncovered bath tubs that were being used to harvest water from shed roofs.

RESOLVED: That a stipulation be added that all bath tubs should be removed from site and that where necessary the Parish Council would donate a water butt to be used to harvest water. The two tenants with ponds would also be requested to remove them from their plots. The Terms and Conditions would be amended to show that no ponds would be permitted.

(c) Plot Clearance

It was noted that several plots that were to be relinquished this Autumn would need to be cleared before they could be re-let. A deposit of one year's rent would then be charged, which could be returned if the allotments were eventually relinquished in the same condition in which they were originally let.

(d) Starter Plot Project

Costing was taking place to convert Plots 1 and 2 into four small starter plots. Research had indicated that small plots would be in demand and work would include drainage of the plots, rotovating, inclusion of a shed, composter and water butt. It was hoped that some funding could be obtained from the NFNPA Sustainable Development Fund.

(e) Track

It was noted that although the track was in good condition at the present time, as it was constructed from path gravel, further action would be necessary on an ongoing basis.

(f) Further Deer Fencing

It had been reported that there was some minor evidence that deer were once again gaining entry to the allotment gardens.

RESOLVED: That the boundary fences and hedges be examined to ascertain if remedial action was necessary to combat the problem.

(g) Allotment Collection Evening and Prize Giving

The Chairman reported that allotment collection evening would be held on Friday 7 October at 7.30 pm in the Community Centre. Allotment holders could either pay their rents by cheque in advance or come along and pay in person on the evening. This would be followed by a short meeting and prize giving. There would once again be two categories: Best Allotment and Best Newcomer with prizes awarded for 1st, 2nd and 3rd in each category.

(h) Allotment Tenancy Fees

RESOLVED: That fees for the year commencing 1st October 2012 be increased as follows:

Starter Plot	£21
Medium Plot	£32
Large Plot	£64

It was noted that under the new Terms and Conditions fees could be increased with 28 days notice.

(i) Drainage

It was reported that drainage onto the open forest at the Romsey Road end of the allotment gardens was now extremely poor and in need of remedial action. The Forestry Commission Land Agent had indicated that whilst he would be unable to give any assistance with manpower or of a financial nature he would be willing to allow the Parish Council to undertake minor works to improve the situation.

RESOLVED: That the Clerk contact Stuart Beaton at NFDC to see if he was able to give some assistance as to the best way forward.

(j) Water Supply – Additional Tap(s)

It was noted that the top end of the allotments was extremely dry in the summer months and the soil was poor. Requests had been received from plot holders for at least one additional tap.

RESOLVED: That the best position for a tap/taps be ascertained and work be progressed.

(k) Vermin Control

The Chairman reported that during the summer of 2009 the vermin problem had become substantially worse and it had proved necessary to employ Ringwood Pest Control to deal with the situation. This had proved very successful and there was now only one plot on the site that was still giving cause for concern. The tenants had agreed to co-operate to address the problem but had subsequently not done so.

RESOLVED: To write to the tenants asking them, once again, to carry out the request made to them by the Parish Council both on site and in writing. If they do not do so within 28 days their tenancy will not be renewed.

8. Any Other Business

A letter had been received from a tenant in response to correspondence from the Parish Council requesting that the plot boundary be readjusted to its previous position and that encroachment cease.

RESOLVED: To obtain more information on permaculture and to tell the plot holder it was her responsibility to keep the path between the plots in good order and correctly positioned.

In the absence of any other business the Chairman thanked those present for attending and closed the meeting.

_____ Chairman

_____ Date