

Silloth-on-Solway Town Council
Minutes of the Allotment Committee Meeting
Held on Tuesday 22 November 2016 at 7.00pm at Silloth Community Hall

Present: G. Wilkinson (GW) – Chairman

Councillors

J. Cook (JC), D. Graham (DG) & I. Baty (IB).

Also present: Wendy Jameson – Town Clerk (WEJ), Jenni Lister & Tracey Wood.

197.	Apologies Cllr. A. Emmerson. Also David Reeves.	
198.	Declarations of Interest None.	
199.	Exclusion of Press & Public None.	
200.	Minutes It was RESOLVED that the minutes of the meeting held on the 24 October 2016 be confirmed as a true record and signed by the Chairman.	
201.	Matters Arising Fencing – It was suggested at the Town Council meeting that the entrance at the top of the bank be fenced across, to make the main access to the allotments at the bottom, with a large gate across. It will make the site more secure and is advisable for health and safety reasons. The suggestion will be put to allotment holders at the next forum meeting. It was suggested that it would not be possible to fence down the hill towards Hylton Park, as it was not wide enough for two cars to pass. Noticeboard will cost approximately £110 for a 4 x A4 size. Noticeboard to be ordered. George Scott from Knoxwood is happy to come and talk to allotment holders about looking after poultry and wildlife. Email received about a rodent control course. The Council is happy to fund a member of the allotments to attend the training which is in January over at Durham. Information to be included in the letter to allotment holders when the bills are sent out, to see if anyone is interested in attending.	WEJ
202.	Public Participation There had been no prior requests from members of the public to speak at the meeting.	
203.	Allotment Association The forum enabled views of allotment holders to be expressed. There is a reluctance to have a formal Allotment Association. There are various alternative ways in which an association could be set up which would not involve as much responsibility falling on allotment holders. Information to be taken to the next forum meeting for consideration. Forum meetings will enable allotment holders to feed back to the Council and will improve communications which is what has been lacking in the past. Jenni Lister, Tracey Wood and David Reeves were appointed at the last forum meeting to represent the allotment holders.	
204.	Allotment Tenancy Agreement A template tenancy agreement was obtained from the National Association of Local Councils which was circulated to members of the committee and allotment representatives. It was felt that allotment holders would not have an issue with an increase in rent, if they got more for their money and there was better communication. The wording of items j) and l) were queried. The Clerk will	WEJ

	<p>ascertain if this can be re-worded in a more acceptable form. Quarterly inspections to be carried out, to ensure standards are maintained. Also, an inspection of a plot to be carried out at the end of a tenancy, to ensure an allotment is left in an acceptable condition. The gate into the allotments has been closed more often since the forum meeting. Rules are to accompany the new tenancy agreement. The Clerk provided some draft rules which were detailed and maybe too comprehensive for the Silloth allotments. Copy of the draft rules to be emailed to allotment representatives and committee as a word document.</p> <p>Email addresses of allotment holders would be useful and would save costs in terms of postage. Signs to be obtained to say 'No unauthorised entry – Allotment Holders only'.</p>	WEJ
205.	<p>Waiting List There are currently two people on the waiting list who are existing tenants looking to take on an additional allotment. There are no vacant plots at the moment.</p>	
206.	<p>Problems/Issues Sub-letting of allotments is not allowed but it does happen. If someone is getting help with their allotment because they're not able to look after it themselves for some reason, it would be okay. There will be another forum meeting in January. Allotment bills are to be sent out now, with the new tenancy agreements and rules to be sent out early in the new year when the allotment holders have had the opportunity to look over them.</p>	
207.	<p>Next Meeting Tuesday 7 February 2017 at 7.00pm in the Community Hall.</p>	

Signed.....

Date.....