

## RUDDINGTON PARISH COUNCIL

**DRAFT MINUTES OF THE AMENITIES COMMITTEE MEETING**

HELD AT ST. PETER'S ROOMS, CHURCH STREET ON TUESDAY 5<sup>th</sup>  
SEPTEMBER 2010 AT 7.30PM

**Membership**

Councillors	D.J. Hall	Chairman
	K.S. Piggott	Vice-Chairman
	Miss S.A. Chambers	
A	P. Lyons-Lewis	
	P.F. McGowan	
	J.V. Norton	
	Mrs. B. Venes	
	M. Walsh	

Persons absent are marked 'A'

Persons representing the Parish Council on other business are marked 'O'

ALSO IN ATTENDANCE

Councillor	Mrs. B. Breakwell
Mrs. J.A. Goodbody	Clerk to the Council
Mrs. L.M. Cooke	Deputy Clerk
R.S. Shelbourn	Senior Groundsman
C. Churches	Qualified Groundsman
Tom Pettit	Design & Landscape Officer
	Rushcliffe Borough Council

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor P. Lyons-Lewis.

DECLARATION OF MEMBER'S INTERESTS

Councillors Mrs. B. M. Venes and M. Walsh declared an interest in any item appertaining to the Allotments. Councillor Mrs. B.M. Venes advised Members that she will be serving on the Borough Council's Development Control Committee when a final decision is taken on planning applications and will therefore abstain from voting when planning applications are discussed. Councillor P.F. McGowan declared an interest in Planning Application No. 10/01608/FUL.

MINUTES

The Minutes of the meeting held on 13<sup>th</sup> July 2010, having been previously circulated, were approved and signed by the Chairman.

MATTERS ARISING FROM THE MINUTES

There were no matters raised.

## MOTION FOR ADJOURNMENT

### RESOLVED:

That the Committee adjourn to allow members of the public present to make statements on Agenda items.

During the adjournment the following matters were raised:-

Tom Pettit, a Design & Landscape Officer at Rushcliffe Borough Council, outlined to Members the Borough Council's proposal to construct cycle improvements between Ruddington Business Park/Country Park and the central area of the village which will necessitate going across Parish Council owned land.

It is proposed that the path will be constructed using tarmac to enable its use throughout the year, but lighting will not be incorporated into the scheme. Tom explained that there are many examples within the Borough of unlit paths which do not appear to cause a problem. It is anticipated that on Jubilee Field the proposed path will run adjacent to the row of trees, following the line of the ditch. It is not quite clear the route the path will take across Carter Playing Field and Elms Park and it was therefore suggested that a site meeting be arranged to discuss this with the Clerk and the Ground-staff, taking into account the proposals for replacing the Play Area at Elms Park. It is hoped that the Borough's proposals will be carried out sympathetically and ultimately enhance the play area. Tom advised that the Borough Council is proposing to include landscaping within its scheme and this may incorporate a small-scale environmental improvement scheme for the play area.

**The Chairman thanked Mr. Pettit for attending the meeting to explain the Borough Council's proposals. Mr. Pettit left the meeting at this point.**

Martin Walsh advised that his partner is the tenant of Allotment No. 34A and he is her nominated helper. He circulated a diagram showing the existing position of the shed on the allotment, together with an outline of where the original shed had been sited. Mr. Walsh felt that the current position of the shed was not out of keeping or unsightly and was therefore not causing a problem. He explained that he was reluctant to move the shed to the Council's preferred position as work had already been carried out on that area sterilizing the soil and planting strawberry plants. Mr. Walsh asked Members to take into account the points raised when considering the relevant item on the Agenda.

## COMMITTEE IN SESSION

### A. 10/822 DEVELOPMENT

Councillor P.F. McGowan, having previously declared an interest in Planning Application No. 10/01608/FUL, took no part in the discussion of that particular application.

New Applications

That the observations contained in Planning Schedule 634 be adopted.

A. 10/823 CRICKET FACILITIES (Vide Minute A. 10/808)Donation

Copies of correspondence from County Councillor Reg Adair, together with the Clerk's response, had previously been circulated to Members. Members were delighted to note that a donation of £1500 towards the provision of cricket training facilities had been received through the County Councillor's Divisional Fund.

RESOLVED:

That the above information be noted.

Provision of cricket training facilities.

Councillor J.V. Norton reported that he had again met with members of the cricket club on several occasions over the summer season and had been disappointed at the lack of interest and progress made by them with regard to providing the Parish Council with ideas of what they would like and comparisons of the various types of training facilities offered by other local clubs. He said the fact that they 'just want nets' is not a good enough reason, in his opinion, for the Parish Council to spend a large sum of money on providing the facilities when no effort appears to be being made by the Cricket Club. It had previously been inferred that members of the Club would help with ground-works, but nothing further has been heard about this.

It was suggested that the Cricket Club be advised in writing that the Parish Council is awaiting information from them as to exactly the type of training facility they would like to see installed and how they, as a Club, can help the Parish Council to achieve this. Councillor J.V. Norton advised that he will continue his dialogue with the cricket club in order to progress this matter to a satisfactory conclusion for all concerned.

RESOLVED:

1. That the above information be noted.
2. That a reminder letter be sent to Ruddington Cricket Club regarding the information required from them, which is still awaited by the Parish Council.
3. That this matter be further discussed at the next meeting of the Committee.

JG

JG

A. 10/824 ELMS PARK PLAY AREA (Vide Minute A. 10/809)**Environmental Improvement Scheme – Elms Park**

Members agreed that following the information given by Tom Pettit during the adjournment, the Parish Council would support in principle the idea of creating a path for cyclists/pedestrians to link the Business Park/Country Park with the central area of the village through Elms Park/Carter Playing Field/Jubilee Field.

It was pointed out that the Borough Council will need to demonstrate to the Parish Council that consultation with local residents regarding the proposals has taken place.

It was agreed that a site meeting should take place between the Clerk, the Parish Council's ground-staff and Tom Pettit to discuss the precise location of the path in order that no detriment is caused to the existing trees and the Parish Council's proposals for the new Play Area.

**RESOLVED:**

1. That a site meeting takes place to discuss the proposals and the route the path will take through the Parish Council owned land.
2. That this matter be further discussed at the Parish Council Meeting scheduled to take place on 16<sup>th</sup> November 2010.

JG/DLO

JG

**Elms Park Play Area**

The Chairman reported that the promised funding from Playbuilder had now been deferred and no final decision has yet been made. However, he reported that due to the diligence of Councillor Mrs. B. Breakwell the Parish Council had been unofficially advised that it has been successful in securing funding in the sum of £25,000 from Rushcliffe Community Partnership Board, a new scheme which was set up when Playbuilder was put on hold by the Government.

A plan of the preferred scheme was displayed to Members and It was explained that the project will be split into three phases:-

- Phase 1 Toddler & Teen Area
- Phase 2 Multi Gym Area
- Phase 3 Multi Use Games Area

The Chairman advised that the promised funding from the Rushcliffe Community Partnership Board, along with money available from the Parish Council's Repairs & Renewals Equipment Fund will leave a shortfall of approximately £5,000 to enable the proposed scheme in respect of the Toddler and Teen Area to proceed. It was, however, felt that this should not hinder the progression of the scheme as funding could be made available by virement from another Repairs & Renewals Fund.

Members were advised that the outcome of the application for funding from the Rushcliffe Borough Council Capital Grant Scheme should be known in the near future. It was agreed that if the application proved successful, this money would be used towards Phase 2 of the project.

There are two further bids for funding currently being investigated and the outcome of these will be reported as and when it becomes known whether the Parish Council is eligible to submit an application.

In addition to the above, an application for funding has been made through the Nottinghamshire County Council's Local Improvement Scheme and all scheme suggestions received will be considered during January 2011. Following this County Councillor Richard Butler (Cabinet Member for Environment & Sustainability) will make the final decision on the list of schemes programmed for implementation during 2011/2012. The Parish Council will be contacted again in April/May 2011 to advise on the outcome of its application.

RESOLVED:

1. That the above information be noted.
2. That once the funding through the Rushcliffe Community Partnership Board has been confirmed Phase 1 of the project should be commenced.
3. That this matter be further discussed at the Finance & Policy Committee Meeting scheduled to take place on 2<sup>nd</sup> November 2010.

JG

A. 10/825 ST. PETER'S CHURCHYARD (Vide Minute A. 10/810)

Councillor J.V. Norton reported that himself and Councillor W.A. Wood had recently met with Andrew Third, a representative from the Parochial Church Council, and walked around the Churchyard to assess the work required to some of the memorials. During the meeting, Andrew Third re-affirmed that the Church will continue to be responsible for the paths within the Churchyard and the PCC are still trying to negotiate a special price with A.W. Lymn for the work required to the memorials.

Maintenance of the Churchyard in general was also discussed and particular reference was made to the trees. It was pointed out that it may be necessary in the future to consider the reduction in height, or even removal, of one or two of the trees.

Councillor J.V. Norton advised that he had been led to understand that a meeting of the PCC had been due to take place about three weeks ago, but no further contact had been made since that meeting. He, therefore, suggested that further discussion on this matter should be deferred to the next meeting of the Committee.

RESOLVED

1. That the above information be noted.
2. That this matter be further discussed at the next meeting of the Committee.

JG

A. 10/826 JUBILEE CLUBHOUSE (Vide Minute A. 10/811)Jubilee Clubhouse Liaison Group

Councillor J.V. Norton reported that a meeting of the Jubilee Clubhouse Liaison Group had taken place in August at which the fee had been set for core use of the facility by the football club. This fee will be payable at the start of the football season and will be in addition to the normal match fees. It will be calculated using the following formula:-

$$40 \text{ weeks} \quad \times \quad \text{number of teams} \quad \times \quad \text{agreed rate}$$

It was reported that the number of teams for the current season is 9, and the agreed rate is £3. This means that for the current season a fee of £1080 is due, and it was agreed that due to the season having already started this will become payable on 1<sup>st</sup> January 2011. It was also agreed that the freeze on match fees, which had been agreed for the last two years, will no longer apply and therefore in future these will be increased in line with any general increase agreed by the Parish Council.

The core usage will cover:-

- training sessions between 5pm -7.30pm on Tuesdays, Wednesdays and Thursdays,
- use of the facilities on match days until 2.30pm (Saturdays and Sundays),
- the annual tournament in June
- up to 10 sessions per year for manager's meetings etc.  
It should be noted that any meetings **must** be pre-booked through the Parish Council Office and will **not** be treated as priority bookings
- any additional usage for meetings will be charged at 50% of the normal fee for residents.

RESOLVED:

1. That the above information be noted.
2. That the fees, as detailed above, be adopted.

JG

Gates to Jubilee Field

The Clerk reported that the gatepost had now been re-built following its disturbance caused by a van knocking it from its base. The cost of the repairs is not yet known, but will be supplied to the Parish Council's insurers as soon as it is received. The gate will be re-hung as soon as practicable.

RESOLVED:

That the above information be noted.

Jubilee Clubhouse Project

The Deputy Clerk reported that all snagging issues had now been completed to the Parish Council's satisfaction and therefore the balance of the costs of the project will be paid once the invoice has been received from the Contractors.

The Deputy Clerk advised that a warranty claim is being progressed in respect of a problem with the wall covering in one of the shower blocks which will necessitate the closure of those particular showers whilst remedial work is carried out.

RESOLVED:

That the above information be noted.

A. 10/827 FLAWFORD CHURCHYARD

The Senior Groundsman reported that due to staff absences and the necessity to carry out mowing more frequently than normal the groundstaff have not yet been able to re-mark the outline of the original church at Flawford Churchyard. He advised that this work will be carried out as soon as practicable with the appropriate type of stone.

RESOLVED:

That the above information be noted.

A. 10/828 WAR MEMORIAL (Vide Minute A. 10/819)

The Clerk reported that she had received a response from the War Memorials Trust to the initial Expression of Interest submitted in respect advice and possible funding towards the necessary repairs to the War Memorial.

The letter indicates that from the information and photographs supplied the project could be eligible for either the Small Grants Scheme (up to 50% with a maximum of £2,500) or the Grants for War Memorials Scheme (up to 50% of eligible costs for projects costing over £3000 with a maximum of £20,000). Due to the estimated costs being over £3000 the Parish Council would be required to apply through the Grants for War

Memorials Scheme and the letter advises that applications are dealt with in six-monthly batches, with the closing dates for applications being 31<sup>st</sup> March and 30<sup>th</sup> September. It is recommended that applications are submitted as early as possible as this provides the opportunity to submit further documentation should it be required following the initial assessment. However, the application pack for this scheme is currently under review and so is not available, but will be supplied in due course. The Clerk agreed to contact the War Memorials Trust to ascertain whether the application forms are now available.

JG

The Chairman reported that he had met with Mark Stafford Stonemasons at the War Memorial to discuss the repairs required and as a result of this a quotation had been provided. It was pointed out that this quotation includes for cleaning the whole memorial and restoring the bronze elements in addition to restoring the existing stone elements and inscriptions. In view of this, the Chairman advised that he had subsequently contacted Stephen Anstey, who had provided the initial quotation, in order that he could amend his quotation on a like for like basis. The Clerk reported that she had also contacted another local stonemason to provide a quotation, but this offer had not been taken up.

The quotations received in respect of complete renovation works are as follows:

Stephen Anstey Stonemasons Ltd.	£8,000 + VAT
Mark Stafford Stonemasonry & Conservation Ltd.	£33,465 + VAT
L.D.C. Restoration Ltd.	Quotation not supplied

**RESOLVED:**

1. That the above information be noted.
2. That the quotation from Stephen Anstey Stonemasons Ltd. in the sum of £8,000 plus VAT be accepted.
3. That the cost of repairs to the War Memorial be included in the 2011/2012 Budget.
3. That an application for funding towards the costs of repairs to the War Memorial be submitted to the Grants for War Memorial Scheme as soon as the application form becomes available.

JG

JG

JG

**A. 10/829 NOTTINGHAMSHIRE COUNTY COUNCIL – DELIVERY OF LOCAL SERVICES** (Vide Minute A. 10/817)

Copies of an email received from Mark McLaren, District Manager Rushcliffe Highways South, Nottinghamshire County Council, in response to the Clerk's request for information regarding grass cutting and sign cleaning schedules, had previously been circulated to Members.

The correspondence advised that the County Council are keen to move forwards with this following the Summer break. It is the intention to arrange Parish Walkabouts with all interested Parish and Town Councils during September/early October, also inviting the appropriate County Councillor. The following issues are suggested for discussion:-

- The possibilities for combining delivery of services with either adjacent or nearby parishes who already have a contract or are mutually interested in combining to reduce rates
- The rates charged for work such as grass cutting
- The Parish Information Pack which will be circulated in September containing contact lists/updated Highway Helplines etc
- The possibility of simplified procedures for approvals for parishes/contractors working on the highway
- Help in completing forms/facilitating approvals etc
- Proposed changes to winter maintenance/grit bin policy (which will be known in late September)
- Liaison with the Parish Warden in those parishes that currently have a Parish Path Partnership agreement with Rights of Way

Any agreed action will be confirmed by the County Council and any agreed work will be carried out. A personal email will be sent to the Parish Council, and the relevant County Councillor, later in order to organise the walkabout.

**RESOLVED:**

That the above information be noted.

**A. 10/830 ALLOTMENTS, WILFORD ROAD**

**Pensioner Discounts**

Copies of a document showing details of the current procedure, together with the proposed procedure, had previously been circulated to Members. Details are as follows:-

**Current Procedure:**

1. The current procedure for allocating a pensioner discount of 25% is to wait for the tenant to advise the Parish Council Office that he/she is a pensioner.
2. Currently, this means that **AFTER** the invoices go out in January, several pensioners come into the office asking for a refund against their invoice for the current year, necessitating the production of a Credit Note within the accounts system.
3. There are also tenants who do not even know about the discount available and when they do find out, they ask for previous years to be taken into consideration (which we do not do).

**Proposed Procedure:**

1. That the Parish Council writes to all tenants in the autumn preceding the year to be invoiced, or posts notices around the allotment gardens, advising tenants that they are entitled to a pensioner discount if they are of state pension age.
2. That tenants be advised that if they are applying for the first time for a pensioner discount, they **must** contact the Parish Council Office before 1<sup>st</sup> December if they wish to claim the discount for the next tenancy year. Written evidence must be produced to confirm they are in receipt of a state pension eg communication from the Pension Service or their birth certificate.
3. That the Parish Council advises tenants that anyone who reaches state pension age during the year will be eligible from the beginning of the next tenancy year following his/her birthday.
4. That a paragraph be included within the tenancy letter advising new tenants of the guidelines for applying for a pensioner discount.

**RESOLVED:**

That the proposed procedure detailed above be adopted.

LC

**Tenancy Agreements**

Councillor M. Walsh, having declared an interest in this item, left the room whilst the matter was discussed.

Copies of a report prepared by the Deputy Clerk regarding the possible breach of Tenancy Agreement on five allotment garden plots on Paradise Gardens, Wilford Road, had previously been circulated to Members. A copy of the report is appended to these Minutes.

JG

The Deputy Clerk advised that she had carried out a further inspection of the allotments on Monday 4<sup>th</sup> October 2010 and was pleased to report that there had been some improvement to two of the plots.

Members discussed the report in great detail and the following actions were proposed and subsequently agreed.

**Allotment 3A**            A review to take place at end March 2011 and if no positive effort can be seen to have been made the tenancy to be terminated.

**Allotment 5A**            A review to take place at end March 2011 and if no positive effort can be seen to have been made the tenancy to be terminated.

Allotment 27A A letter be sent to the tenant advising that the tenancy in respect of 50% of the allotment is to be terminated, with the tenant being allowed to retain tenancy of 50% of the allotment

Allotment 32C A letter be sent to the tenant advising that the tenancy in respect of two-thirds of the allotment is to be terminated, with the tenant being allowed to retain tenancy of the remaining one-third of the allotment.

Allotment 34A That the tenant be requested to move the location of the existing shed to a position in line with other sheds on this row of allotments.

RESOLVED:

1. That the Deputy Clerk be thanked for the detailed report prepared.
2. That the actions as detailed above be approved.

LC

A. 10/831 CHILDREN'S PLAY EQUIPMENT (Vide Minute A. 10/820)

Copies of the Annual Inspection Report of Children's Play Equipment, carried out in May 2010, had previously been circulated to Members.

Members were pleased to note that the overall risks were as follows:-

Sellors Play Area The present overall risk rating is **LOW**  
No remedial maintenance recommended

Vicarage Lane Play Area The present overall risk rating is **LOW**  
No remedial maintenance recommended

Elms Park Play Area The present overall risk rate is **MEDIUM**  
However, it was reassuring to note that most of the existing equipment was classed as **LOW** risk, and only certain aspects of the Multi-Play were classed as **MEDIUM** risk.

RESOLVED:

That the contents of the report be noted.

A. 10/832 VILLAGE HALL (Vide Minute A. 10/803)

Members were reminded that at the Amenities Committee Meeting held on 25<sup>th</sup> May 2010 it was suggested that discussion regarding the future maintenance of the village hall should be discussed at the October meeting of the Committee.

It had also been suggested at that meeting that a working group should be set up to discuss future maintenance in order to take a broad view of the situation prior to the new Council being elected in May 2011.

Members agreed that an 'open forum' for Councillors should take place and it was therefore suggested that this matter be placed on the agenda for the next Parish Council Meeting in order that a date can be set for this.

RESOLVED:

1. That an 'Open Forum ' for Parish Councillors be arranged to discuss the future maintenance of the Village Hall.
2. That this item be placed on the agenda for the Parish Council Meeting scheduled to take place on 16<sup>th</sup> November 2010 in order for a date to be set for the 'Open Forum'.

JG

A. 10/833 BUDGET 2011/2012

Members discussed whether there were any special items which required to be included in the proposed Amenities Committee Budget, which will be discussed at the next meeting of the Committee on 30<sup>th</sup> November 2010.

Councillor J.V. Norton suggested that the funding received in respect of the siting of the temporary accommodation on The Green should be included in the schedule of Special Repairs & Renewals Funds and the Clerk agreed to do this.

JG

The Senior Groundsman advised Members that prices were being obtained for the purchase of a second-hand Timberwolf 6" chipper in order to ascertain whether or not it would be more advantageous to purchase our own machine as opposed to hiring a machine as and when required. It is understood that a second-hand machine would cost approximately £6,500 and to hire the same specification machine for 11 days in March 2010 had amounted to just under £500. The Senior Groundsman was requested to obtain a price for a second-hand machine and put his case forward for consideration at the Budget meeting.

RS

The Senior Groundsman reported that he had been advised by Henton & Chattell Limited that the Parish Council may wish to consider trading-in the existing JD 4410 Tractor now rather than wait until it was 10 years old. The machine is now 7 years old and as such would attract a far higher trade-in price against a new machine which would cost in the region of £30,000. He advised that basically the Committee needs to consider the following three options:-

1. Trade in before the machine is 10 years old to attract a better trade-in offer price.
2. Retain the existing machine until it is 10 years old and then trade in with a lower trade-in offer price.
3. Retain the existing machine for as long as possible and then trade in, which will probably attract no trade-in offer.

Councillor J.V. Norton pointed out to Members that it is only 2 years since the Council purchased the Highway Mower at a similar cost and he therefore suggested that it may be prudent to keep the existing machine for a little while longer in order to prevent the Council in future year having

to replace two large and costly items of machinery within a short space of time. The Senior Groundsman was requested to obtain an estimate of the costs involved together with an indication of the different trade-in prices.

RS

The Clerk was requested to include the following items in the proposed 2011/2012 Amenities Budget:-

Purchase Timberwolf Chipper	Information Required
Purchase JD Tractor	Information Required
Repairs to War Memorial	Quotations received

RESOLVED:

That the Budget 2011/2012 be prepared using the above guidelines.

A. 10/834 REPORTS ON AMENITIES MATTERS

Parish Council Facilities

The Clerk reported that she had negotiated new tariffs with British Gas Business for the provision of both gas and electricity at all Parish Council owned facilities. The electricity tariffs are new and have been secured on a fixed term, fixed price contract for a period of one year. The gas tariffs have been re-negotiated on a fixed term, fixed price contract for a period of two years. The Clerk advised that these new tariffs should provide a saving to the Council on the provision of gas and electricity. Members noted the above information.

Church Street Car Park

Councillor P.F. McGowan asked when the temporary building located in the car park was likely to be removed and was advised that it is understood its removal is imminent.

Christmas Trees

The Clerk reported that she contacted the supplier of the Christmas Trees to ascertain whether he is able to continue with the provision of the trees. She pointed out that last year the supplier had indicated that he was finding it increasingly difficult to supply the size of trees required and he had suggested that contact be made earlier in 2010 to assess the current situation. It will be known during the next week or two whether the supplier can fulfil the Parish Council's requirements for this year's Christmas trees. Members noted this information.

A. 10/835 ITEMS FOR INCLUSION ON THE NEXT AMENITIES AGENDA

1. Cricket Facilities
2. Elms Park Play Area
3. St. Peter's Churchyard
4. Flawford Churchyard
5. War Memorial
6. Church Street Car Park
7. Village Hall
8. 2011/2012 Amenities Budget

The meeting closed at 10.15pm

Chairman

Committee Chairman

**AGENDA ITEM**

**MEETING            AMENITIES & POLICY COMMITTEE****DATE                5<sup>th</sup> OCTOBER 2010****FROM                DEPUTY CLERK TO THE COUNCIL****Purpose of Report**

To review the possible breach of Tenancy Agreement on 5 allotment garden plots on Paradise Gardens, Wilford Road.

(Please note that the use of the word “he” when identifying a tenant is for convenience only and is not necessarily an indication of gender.)

**Allotment 3A****HISTORY**

Tenant has held this allotment since 1998. Over the last 2 years we have persuaded him to relinquish a ¼ and then a further ¼ of his allotment (2 new tenants) as he has been unable to maintain the whole plot. He works shifts and finds the plot difficult to keep up with but is determined to keep hold of it. He has been written to in 2007, 2008, 2009 and 2010.

**03.08.10**

What he does plant is spread out along the plot with large gaps between and could easily be planted more compactly at one end of the allotment. He has left the pulled weeds in a heap in the middle of his allotment so that seeds are subject to drift over neighbouring allotments. He was written to at the beginning of August and advised of this suggestion.

**10.08.10**

He has worked hard during the weekend to improve the overall condition of the site but there is still a considerable area in the middle of his plot which remains uncultivated and bare. Ron and I agree that if he wishes to retain his allotment, he should be required to relinquish a further ¼ which will leave him a ¼ plot.

We received a letter from the allotment holder questioning whether Ron Tew has the right to advise on how the allotments are managed. He has refused to allow one of the new tenants space at the end of his plot to put up a shed or greenhouse. He claims to have purchased a rotavator at a cost of £250 to deal with the allotment and if he is to reduce to ¼ plot he feels that this purchase is a waste of money.

**21.09.10**

I visited the site on my usual monthly inspection and generally this allotment holder has put in some time and effort clearing areas during the previous 6 weeks. However, there is still only about 50% of the allotment cultivated and much of what is in there is widely spread over the area. There is still a large mound of weeds which was reported earlier in the year. If we were to reduce this allotment to ¼ it would require moving only 2-3 fruit bushes and the compost heap – there is no new planting to date.

**Allotment 5A**

**HISTORY**

This tenant has been cultivating this plot since 1996. He was persuaded to relinquish half of his plot in October 2009 but unfortunately despite a good start, the lady who took on the half became ill and was unable to continue with the allotment. The tenant decided that he wanted to swap ends and keep the half nearest to the greenhouse/shed. The released section was then given to another new tenant who started on 1<sup>st</sup> July and has quickly cleared the allocated area and started cultivating. Unfortunately the original area remains uncultivated and he has been warned about thistles and dandelions. Two letters in 2010.

**03.08.10**

The whole area that this tenant has control over is in very poor condition. It is overgrown and littered with old furniture and tools. The planting is mostly perennial fruits like gooseberries and blackberries along with a row of summer cabbage.

**10.08.10**

There is one small area which seems to have been cleared and planted with leeks but in total there is probably no more than 6 square meters planted with seasonal vegetables. The site is in very poor condition and the new occupants of the shared side have indicated that whilst they are happy to assist with maintaining the tenant's plot they are not prepared to cultivate it for him. In the meantime they have issues with weeds spreading, etc. Unfortunately, the tenant always seems to be playing catch-up and considering the general condition of the site Ron and I wonder whether he should be required to relinquish the plot in accordance with our terms and conditions.

The tenant came into the office and remonstrated with me in defence of his allotment. He feels that he has a right to do what he wishes with it and claims that he is frequently down there despite our being advised to the contrary. He also explained that he is due to go back into hospital for treatment to his heart and asked not to be told bad news while he is unable to defend his position.

**21.09.10**

During my monthly visit to the site, I noted that the only additional cultivation that has been done since the last visit is to plant 2 or 3 strawberry plants adjacent to the path. The allotment is approximately 18 metres long and 14 metres, including the sheds and greenhouses, remains uncultivated. There are currently strawberries, gooseberries and fruit trees and only two rows of leeks as seasonal vegetables. In addition, the allotment is littered with tools, metal fencing, furniture, etc and the greenhouse does not appear to have been in use at all this year. I have concerns as to whether even given time and a smaller plot, this tenant is not going to be able or willing to maintain the area to the standard required.

**Allotment 27A****HISTORY**

This plot has been maintained adequately since he took over in 2008, until this summer. The tenant has not been seen on site for some time. One letter 2010.

**03.08.10**

The majority of the allotment is overgrown with weeds and Ron is unable to spray because the neighbouring allotment is fully cultivated. The neighbour is very unhappy about the condition of this allotment and the threat of spreading weeds.

**10.08.10**

No-one has reported seeing the tenant on site and there is no evidence that he has been over the weekend. (There has been a suggestion that he wishes to move back to

Wales.) Apart from a small area nearest to the shed/greenhouse the rest of the allotment is sparsely planted and therefore Ron and I agree that it might be appropriate for him to retain the 1/3 nearest to the shed/greenhouse and relinquish the balance.

**21.09.10**

There has been no further communication between ourselves and the tenant but he has been to the site since receiving our letter. Having cleared some of the allotment of weeds, it is apparent that probably less than 50% has been cultivated during the year and we would recommend that the tenant be advised that if he wishes to retain the plot, he should give up 50% to make it a manageable size.

**Allotment 32C**

**HISTORY**

This tenant has had an allotment plot since 2008 but had been asking for additional space for sometime and has maintained his original allotment satisfactorily. On 1<sup>st</sup> April 2010 the adjoining plot leading to the main path became vacant and was in poor condition having been neglected through the winter period. The tenant took this additional space.

**03.08.10**

The tenant has covered some of the area that is overgrown and has sprayed other areas. There is still considerable work to be done but he has already missed the main cultivating period.

**10.08.10**

No noticeable change from the previous visit but it is still improving. Ron will speak to the tenant and ask whether he needs further help in bringing this space up to the required standard.

**21.09.10**

It is apparent that the tenant is struggling with his original plot and certainly there has been no improvement to the condition of the additional area which remains partly covered and totally uncultivated. There is approximately 1/3 of the allotment under cultivation and there are crops which have not been harvested. We suggest that the tenant relinquish 2/3 of the allotment to enable him to manage the balance.

**Allotment 34A**

**HISTORY**

This allotment plot was in a poor condition when the tenant took it over in November 2008 and considerable work was required to bring it up to standard. During 2009 & 2010 there were concerns about how the plot was progressing and there is an ongoing issue over the siting of the shed. There have been numerous telephone calls and personal conversations with the tenant's partner and one conversation with the tenant. A letter was sent to the tenant in August 2010.

**03.08.10**

It was noted again that the tenant had been asked to move the shed to the approved site at the end of his allotment plot but was reluctant to do so despite being offered help from Ron Tew and another allotment holder. Some of the other issues have been addressed and cultivation of the allotment is progressing.

**10.08.10**

Further improvements had been made on the condition of the allotment. However, Ron Tew emphasised that the shed would still need moving to the site approved by the

Parish Council and that this could be done with assistance at the end of the growing season.

In reply to the Parish Council letter, the tenant's partner wrote to the Parish Council defending the new position of the shed and the amount of work that has gone into cultivating the site. Shortly after receipt of the letter, the tenant's partner rang the office and I spoke to him personally. I advised him that the shed did not have consent to be in the new position and that it would set a precedent for other tenants to site sheds wherever they wished to have them. I advised him that I would review the situation on my visit to the allotment gardens in September.

**21.09.10**

The general condition of the allotment has greatly improved and whilst there is still a considerable amount of work to be done, it is mostly under cultivation. However, the issue of the shed remains and the new shed is not in line with other sheds on this row of allotments and will set a precedent for other sheds and greenhouses to be sited randomly on the allotment plots. The tenant was advised by Ron that when the old shed was removed, he would need approval for the siting of a new one in accordance with the Terms and Conditions and that it would need to be in line with other sheds and greenhouses. The tenant's partner has expressed concern that the planned position will be too near the bonfire area but since that area has been cleared and the old chicken sheds removed, the bonfire will actually be further away than previously and has not been a problem to neighbouring sheds in previous years. The tenant's partner has also said that he will have to move plants that are already established but on our visit today I noted that there are only about 15 strawberry plants to be moved and they can easily be put at the other end of the row – in addition to which I am advised that this is a good time to transplant. The tenant has been offered assistance with the moving of this shed.