

MINUTES of the Meeting of the ALLOTMENTS COMMITTEE
 held on
Tuesday 29th October 2024 at 7.03pm
 at
The Guildhall, Church Street, Harwich, Essex, CO12 3DS

Present:	Councillors Calver, Davidson, Fay, Morrison, Powell, Richardson, Smith and Wade.
In the Chair:	Councillor Todd
Clerk:	Mrs Marie Snell
Also present:	Site Representatives Rob Bayford, Ben Chamberlain, Peter Day, Joan Feaviour and Susan Meadows. Estate Supervisor Andy Wells No members of the public.

PUBLIC QUESTION TIME:

None

A033/24	<u>APOLOGIES FOR ABSENCE</u> Site Representative Agnieszka Chudy
A034/24	<u>DECLARATIONS OF MEMBERS' INTEREST</u> None
A035/24	<u>MINUTES OF THE LAST MEETING</u> RESOLVED: The Minutes and the Confidential Minutes of the Allotments meeting held on 23 rd July 2024 (previously circulated) were APPROVED by the committee and signed by the Chairman as a true record.
A036/24	<u>MATTERS ARISING FROM THE MINUTES</u> None
A037/24	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u> A017/24 – Allotment Clearance Recharge – DM14a – Clerk updated members regarding this matter and the next steps currently being actioned by Harwich Town Council office staff.
A038/24	<u>VACANT PLOTS/WAITING LIST/NOTICES TO QUIT</u> The Clerk advised members of the following: <ul style="list-style-type: none"> • 22 people on the waiting list (most are waiting for specific sites or plots) • 1 vacant plots • 0 NTQs issued since the last meeting though inspections though administrative actions are to be carried out following recent inspections of unworked plots.
A039/24	<u>SITE REPRESENTATIVE REPORTS</u> Abdy Avenue – Experiencing issues with a particular weed, being very invasive, known as 3cornered garlic. Not easy to get rid off and suggested people being made aware of on the site. A fantastic season for the allotments, all is looking good. Cllr Todd asked where the weed has grown from and JF suggested it has come from the adjacent area to the site which is TDC owned. Dunns Meadow – Lots of new faces and lots of great progress. A couple of complaints regarding Lime Court concerns over bonfires, however they have been advised of the timings as agreed by HTC. Slight issue with the (main) gate being that

	<p>it is old and falling apart and Estate Supervisor will look when next up site. Recently lost a plot holder who passed away and members of the community attended the funeral with the car passing the allotment site on the funeral procession which was touching.</p> <p>King Georges Avenue – No representation present.</p> <p>Long Meadows – Concerns with number 9 being constantly covered and no works since June. Hopes by spring, some works taking place. Last time vegetation was reported from neighbouring property, lots has been done but questioned if it is finished. Estate Supervisor and Clerk to follow up. Other than that, all is well.</p> <p>The Redoubt – The site itself is very good, a few problem plots with little work. Time of year where people are not always around the plots but generally looking good.</p>								
A040/24	<p><u>BUDGET UPDATE AND BUDGET PROPOSAL FOR MUNICIPAL YEAR 2025/26</u></p> <p>Members received budget update and discussed the proposal of budget for 2025/26 prepared by the clerk. RESOLVED TO RECOMMEND: Budget for the Municipal Year 2025/26. Cllr Calver and Cllr Morrison abstained from vote as Chair and Vice Chair of Finance and General Purposes Committee.</p> <table style="margin-left: 40px;"> <tr> <td>GROUNDS MAINTENANCE</td> <td style="text-align: right;">2500</td> </tr> <tr> <td>MANAGEMENT OF VACANT PLOTS</td> <td style="text-align: right;">300</td> </tr> <tr> <td>WATER RATES</td> <td style="text-align: right;">3200</td> </tr> <tr> <td>MAINTENANCE RESERVE FUND</td> <td style="text-align: right;">4000</td> </tr> </table>	GROUNDS MAINTENANCE	2500	MANAGEMENT OF VACANT PLOTS	300	WATER RATES	3200	MAINTENANCE RESERVE FUND	4000
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A041/24	<p><u>BEE INCIDENT</u></p> <p>Members received information regarding a reported bee incident at the Long Meadows site and were advised of the safety precautions which were implemented following the incident.</p>								
A042/24	<p><u>CHICKEN COUP REQUEST</u></p> <p>Members considered chicken coup request for BC24A. Cllr Smith queried that the site already has chickens on the plot and sees no problem. Cllr Davidson asked how many chickens there can be in a coop, the clerk advised the maximum number is 6. Cllr Fay asked of safety precautions for predators and clerk advised plot holders are to follow guidance in making the coops safe. Cllr Wade asked if there is a restriction to the number of coops per site and members were advised it is discussed on a case by case. RESOLVED to grant permission with the specification provided and make plot holder aware of provisions.</p>								
A043/24	<p><u>MATTERS RECEIVED IN THE POST, TO BE REPORTED OR RAISED BY MEMBERS</u></p> <p>None</p>								
A044/24	<p><u>TIME AND DATE OF NEXT MEETING</u></p> <p>The next meeting of the Allotments Committee is Wednesday 5th March 2025 at 7.00pm at The Guildhall, Church Street, Harwich.</p>								
A045/24	<p><u>Exclusion of Public and Press</u></p> <p>Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to Meetings) Act 1960 Members RESOLVED to closed to the press and public for the transaction of the under-mentioned business:</p> <ul style="list-style-type: none"> •Voluntary Site Representative Vacancy – Boatswains Call •Allotment Clearance DM33 								

The Chairman closed the public part of the meeting at 7.23pm.

CHAIRMAN:

DATE: