

KEYNSHAM TOWN COUNCIL

Minutes of the Allotments Committee held on Thursday 11th January 2018 at 7.30 pm in the Town Council Offices.

PRESENT: Councillors C Duckett and H Macfie
B Withyman, J Lane and M Maggs (Keynsham Allotment Association)

IN ATTENDANCE: Dawn Drury – Deputy Town Clerk

11. APOLOGIES FOR ABSENCE

Councillors A Crouch, B Simmons and K Simmons.

12. DECLARATIONS OF INTEREST

There were none.

13. DISPENSATIONS

There were none.

14. PUBLIC PARTICIPATION

There were none present.

15. CONFIRMATION OF MINUTES

RESOLVED:

That the Minutes of the meeting held on 7th September 2017 be confirmed as a correct record and be signed by the Chairman.

Councillor Macfie being a new member to the Allotment Committee asked for several updates in respect of the minutes as follows: -

‘Discussion was had as to whether there should be an accident book held at the allotment site. The Deputy Town Clerk will investigate this’. It was confirmed that as there is a first aid kit on site so there should be an accident book in which to report incidents. It was agreed that this should be kept with the first aid kit.

‘It was reported that Resourceful Earth may be able to supply the allotment with any compost requirements. The Deputy Town Clerk will forward the company’s email contact details to the Allotment Manager’. It was confirmed that the email address had been forward to the Allotment Manager and he reported that since the last meeting Resourceful Earth have ceased trading. The Committee were not aware of any other company that may offer free compost.

‘It was reported that there is £2800.00 Section 106 funding available to produce new allotment plots. It was suggested that this funding could be used to design, buy materials and employ contractors to construct a disabled plot next to the composting toilet. The Allotment Association members said that they

would need some assistance in how best to go about this project. The Deputy Town Clerk will forward the email contact for Paul Pearce (B&NES Parks Projects Manager) to the Allotment Site Manager so that they may seek advice on setting up such an allotment plot'. It was confirmed that the Deputy Town Clerk had forwarded the contact details and Paul Pearce had sent some information, together with some images of an allotment for disabled users. The Keynsham Allotment Association Committee members reported that they were not impressed with the information provided as from the images all the site showed was a few raised beds with no access paths on a sloping piece of land. The plot looked unfinished and actual specifications for an allotment pitch for disabled users was not provided.

Councillor Macfie suggested that the Allotment Association Committee may want to take a look at the disabled users plot at the Brislington Allotments. The Keynsham Allotment Association members reported that the site originally proposed for the disabled user plot is currently being used as a communal allotment waste collection point. From here, the waste is shredded and used as compost for the allotments.

16. UPDATE ON PLOT 74 – TIMEOUT

Plot 74 was dug over by the Town Council grounds maintenance staff and handed back to the Allotment Association. The plot is now being used by a new plot holder.

17. INSURANCE COVER IN PLACE FOR THE ALLOTMENTS

Following works and security improvements to the main gates of the allotment site, the value of the said gates has increased from £927.00 as recorded on the asset register to £1407.85. In respect of this, the Deputy Town Clerk contacted the Town Council insurers and the insurance value for gates and fences has been increased by £480.00.

It was reported that there is currently no public liability insurance in place for the allotment site however the Town Council do insure the gates and fences as assets which is required under the Lease with Landowner. The Allotment Association Committee members were of the opinion that as the Town Council pay the rent to the Landowner it would be a statutory obligation to provide the public liability insurance for the site.

RECOMMENDATION:

That the Deputy Town Clerk contact other Allotment Associations and the Town Council insurers to seek advice regarding this matter. A conclusion will be reported at the March meeting.

18. MATTERS FOR DISCUSSION AT THE ALLOTMENT ASSOCIATION AGM

- (i) It was reported that John Lane will be standing down as Chairman of the Allotment Association after 9 years' service but will remain as a Committee member.
- (ii) A copy of the audited accounts that will be presented at the AGM and these will be presented to the Town Council, in due course.

- (iii) Members of the Allotment Association were issued a copy of the Association's new Constitution together with a request to submit any AGM agenda item proposals to the Committee by 31st December 2017. To date only one proposal has been submitted and this is, it will be proposed that a lady allotment holder who has expressed an interest should be nominated and seconded as the new Chair of the Committee.
- (iv) The AGM is to take place on Thursday 1st February 2018 at 7.00 p.m. for 7.30 p.m. in the Queen's Road Methodist Church.

The Deputy Town Clerk requested an update on the waiting list status and it was reported that there were currently six people on the waiting list, but this would soon be reduced to two as four allotments are due to be given up by current allotment holders.

19. DATE OF NEXT MEETING

RESOLVED:

That the date of the next meeting will be Thursday 15th March 2018 at 7.30 p.m.

The meeting closed at 8.25 p.m.

SIGNED..... (Chairman) DATE.....

