



**Minutes of an extraordinary meeting of the Gift of A. Burrow for Allotments Sub-Committee
held on
Thursday 20 December 2018 at 4.00pm at the Town Hall**

Present: Councillors: Iain Emmett, Janet Johns, Liza Oxford-Booth & Lloyd Knight

Also Present: Nigel Middlewick (Cullompton Allotment Association)

Clerk: Maria Weston (Deputy Town Clerk)

1. **APOLOGIES:** Received and accepted from Cllr. Eileen Andrews (illness).
RESOLVED: To accept apologies from Cllr. Andrews.
Proposed: Cllr. Johns **Seconded:** Cllr. Oxford-Booth.
2. **CHAIRMAN:** To elect a Chairman for this meeting.
RESOLVED: That Cllr. Liza Oxford-Booth is elected as Chairman for this meeting.
Proposed: Cllr. Knight **Seconded:** Cllr. Emmett
3. **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT:** None
4. **PUBLIC QUESTION TIME:** To receive questions from members of the public present at the meeting.
 - Mr. Middlewick did not have a question but spoke about the shed on the Tiverton Road allotment site (Agenda Pt. 7) which potentially contained asbestos. He informed the committee that he had endeavoured to secure assistance from members of the Cullompton Allotment Association to help dismantle/remove the shed once any asbestos (if present) had been removed but unfortunately there had been no offer of help. Mr. Middlewick informed the members that the view of the committee of the Cullompton Allotment Association was that the Gift of A. Burrows Charitable Trust should not pay for any works at the allotment site, including the hedge cutting.
5. **MINUTES:** To approve the Minutes of the previous meeting held on 11 September 2018.
RESOLVED: That the Minutes of the meeting held on 11 September 2018 were approved and accepted as a true record of the meeting.
Proposed: Cllr. Emmett **Seconded:** Cllr. Johns.
6. **FINANCES:** To receive Income & Expenditure report. Noted.
7. **REPORT:** To receive update with regard to the condition of an allotment shed and to agree any action to be taken.

The Clerk informed members that an assessment of the shed had now been carried out by an external (qualified) company who have determined that asbestos is present within the shed (the bottom of the shed is covered in asbestos sheets). The Committee were provided with a copy of the quotation to remove the asbestos. The members felt this was very good value for money and agreed the asbestos would need to be removed from the shed as it was a potential health & safety concern.

NB: The shed itself is in a general state of disrepair and once the asbestos is removed will probably mean that the shed will be unsafe to leave on site as it would be 'structurally unsound'. Discussion ensued about whose responsibility it was to remove the shed.

RESOLVED: That the quotation from Wakeham Asbestos Services Ltd. in the sum of £375.00 + VAT is accepted.

Proposed: Cllr. Emmett **Seconded:** Cllr. Johns.

RESOLVED: That the Clerk liaises with the tenant of the plot (which contains the shed) to determine how they wish to proceed in terms of having the remainder (once the asbestos has been removed) of the shed dismantled and disposed of.

Proposed: Cllr. Oxford-Booth **Seconded:** Cllr. Johns

8. **DATE & TIME OF NEXT MEETING:** Tuesday 8 January 2019 at 6:00pm at the Hayridge Centre.

With no further business, the Chair thanked attendees and closed the meeting at 4:15pm

It is certified these Minutes are a true and accurate record of the meeting:

Signed:.....

Name:.....

Date:.....