



**Minutes of a meeting of the Gift of A. Burrow for Allotments Sub-Committee held on Thursday 19 March 2020 at 6.00pm at the Town Hall**

**Members:** Councillors: Eileen Andrews, Will Jones, Janet Johns (Chair), Russell Murch, Ian Morton and Lloyd Knight (Ex-officio)

**Present:** Councillors: Janet Johns (Chair), Lloyd Knight and Ian Morton

**Also Present:** Cllr James Buczkowski and Nigel Middlewick (Allotment tenants)

**Clerk:** Judy Morris

1. **APOLOGIES:** Received and accepted from Cllr: Eileen Andrews (self-isolation) and Cllr Russ Murch (self-isolation).
2. **RESIGNATION:** It was noted that Cllr Michelle Rowe had resigned from the Committee.
3. **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT:** None.
4. **PUBLIC PARTICIPATION:** None.
5. **MINUTES:** The Minutes of the previous meeting held on 20 February 2020 were approved and signed as a correct record. Proposed Cllr Ian Morton, seconded Cllr Lloyd Knight.
6. **ALLOTMENT TENANTS (NON-ASSOCIATION):** To consider any matters that tenants' wish to bring to the attention of the Trustees. None.
7. **CULLOMPTON ALLOTMENT ASSOCIATION: To consider any matters that the Allotment Association wish to bring to the attention of the Trustees.**
  - (i) **Residue materials left on allotment plot:** Concern that a contractor carrying out a repair had left a small amount of wood on an allotment plot: *Contractors to be made aware that, when carrying out work on the allotment site, any debris is removed once the work has been completed.*
  - (ii) **Water supply at Tiverton Road end of site:** There is a water supply at the top of the site and another in the middle but not at the bottom end (Tiverton Road).

**RESOLVED:** That the charity will investigate the cost of providing a water supply at the Tiverton Road end of the site. Proposed Lloyd Knight, seconded Cllr Janet Johns.
8. **CULLOMPTON ALLOTMENT ASSOCIATION: To receive report detailing financial position.** Noted.

**NOTE:** Clerk to check £27 debtor.

- 9. ALLOTMENT INSPECTIONS: To receive and to approve the draft inspection checklist and consider comments made by tenant.**

**RESOLVED:**

- (a) That the tenant is thanked for his very helpful comments with regard to the regular inspections and
- (b) the draft checklist is approved and the inspection procedure is put into action, its effectiveness to be reviewed in 6 months.

Proposed Cllr Janet Johns, seconded Cllr Lloyd Knight

- 10. ALLOTMENT POLICY: To consider any comments in relation to the draft Allotment policy and agree the draft policy for referral to full Council for formal adoption.**

**RESOLVED:** That the Charity investigates the possibility of leasing the allotment site to the Town Council for a nominal sum in order that it can be treated in the same way as the other allotment sites that the Council is responsible for. In the interim period the charity will use the Council's allotment policy. Proposed Cllr Ian Morton, seconded Cllr Janet Johns.

**11. CORRESPONDENCE:**

- (i) **Mr & Mrs Thorne:** Concern about condition of paths. *To be considered when carrying out the allotment inspections.*

- 12. DATE & TIME OF NEXT MEETING:** Thursday 16 April 2020
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It is certified these Minutes are a true and accurate record of the meeting:

Signed: .....

Name: .....

Date: ...../...../2020