

ALLOTMENTS WORKING PARTY MEETING

BURBAGE MILLENNIUM HALL

5.30pm, 7th FEBRUARY, 2017

Present: Cllrs Mrs Mary Sherwin, Mr S Rooney, Mr R Flemming

Apologies: Cllr Mrs A Hall

Julie Perrin, Principal Officer

Pat Armstrong, Projects Officer

Minutes of a meeting of the Allotments Working Party on 5th December (Millennium Hall) having been circulated, it was resolved to accept them as a true and correct record. The minutes were signed by WP chairman Cllr Mrs Sherwin.

The Projects Officer updated members on activities and actions taken since the last meeting.

Matters arising: actioned issues, Woodland Avenue plots

Single plot suffering from untidy appearance, due to proliferation of poultry rearing activities and health problems of tenant. Ongoing monitoring had revealed an improvement in tidiness was being maintained. The Projects Officer indicated it was an appropriate time to consider adding a specific contractual endorsement to the tenancy Agreement, stipulating continued work to bring the plot to a required standard. Endorsement to incorporate a timescale, agreed and signed by the tenant, with a photographic update. WP members agreed to this action

Triple plot: One plot (formerly used for poultry) remained in an unacceptable condition. In a discussion members suggested this plot, which would require considerable work to remove trees and bushes, might best be taken out of commission completely. The plothead has continued health problems and it was agreed to again broach the advisability of relinquishing this difficult plot, the tenant retaining the other two subject to his willingness to be party to a specific contractual endorsement added to the tenancy Agreement. This would stipulate continued work to bring the plots to required standard, the endorsement incorporating a timescale, agreed and signed by the tenant, with a photographic update. WP members agreed to this action

Tenancy contract terms

Members examined a draft document drawn up by the Projects Officer, forming a specific contractual endorsement that would be added to a tenancy Agreement where appropriate (most usually when a badly neglected plot is taken over by a new tenant who is prepared to do clearance work themselves).

The purpose of the endorsement would be to avoid conflict when it was perceived tenants were not able to meet expectations (on both sides). Agreed and signed by the tenant and the council, it would address terms and conditions in a more specific manner, with timescales and photographic evidence built in.

Cllr Mrs Sherwin asked that an additional condition be added, making it imperative that a tenant experiencing difficulties, including health problems, which prevent adequate progress, informs the council without delay.

Working Party members approved in principal the suggested form of endorsement and its issue, by the Projects Officer, in terms deemed appropriate to circumstances.

Non-return of deposit

At 6.00pm members invited into the meeting a former tenant who, following the execution of a Notice to Quit, was challenging a decision by the Allotments Working Party to withhold the return of the standard £50.00 deposit, made on the grounds that the plot was not returned in an acceptable condition.

There was discussion between members and the former tenant, who then left the meeting at 6.40pm.

Proposed by Cllr Mr Rooney and **Seconded** by Cllr Mr Flemming, it was resolved to make the following **RECOMMENDATION** to the Finance and General Purposes Committee of Burbage Parish Council:

That the £50.00 allotment plot deposit paid by the former tenant should NOT be returned

The meeting closed at 6.45pm.

