

**Minutes of the Allotment Committee Meeting held on  
Wednesday 9<sup>th</sup> December 2020 at 7.30 pm Conducted Online Via Zoom**

**MEMBERS PRESENT**

Cllr Smith (Chairman), Cllr Ellicott (V. Chairman), Cllr Edwards, Cllr Wilson, Miss French and Mr Banks.

**OFFICER PRESENT**

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**MEMBERS OF THE PUBLIC PRESENT**

None

- 1. Enquire whether anyone present intends to film, photograph and/or record the meeting**  
No-one present intended to film, photograph and/or record the meeting.

- 2. To receive and approve apologies for absence**  
Cllr Funnell,

- 3. Declarations of Personal and Prejudicial Interests**  
Cllr Ellicott, Cllr Smith, Cllr Wilson, Mr Banks and Miss French have allotment plots.

- 4. Declarations of Lobbying**  
None

- 5. Minutes of the meeting held on 28th September 2020**  
These were agreed, and it was **RESOLVED** that the Chairman signed them as a true record

- 6. Open session for questions from the public**  
There were none.

- 1. Southwood Road**

- To discuss and resolve Illegal removal and cutting of trees.

After much discussion it was agreed by the Committee to terminate the plot holder's tenancy. This was due to a breach in the tenancy agreement, section 8 clause 8.1 and **Conditions of Use** clause 1 of the tenancy agreement,

- To consider application for a gate from private property on to allotment site.

This was rejected due to the decision above.

- To discuss and resolve trees that require attention along the boundary with Jockey Farm.

There was some discrepancy as to who was responsible for the tree. However, the clerk advised that due to the potential danger, the RPC should ensure that the tree was made safe. The members agreed, Clerk to arrange emergency visit.

- iv. To discuss and resolve any alterations to the Tenancy Agreement.

This was agreed to be discussed at next meeting.

**2. Clerk's Report**

- i. Update on fencing along Wickham Gardens – Clerk informed members that this would be carried out early next year.
- ii. Update on water tanks installation - Clerk informed members that this would be carried out early next year.
  
- iii. Update on invoices paid and not paid – Clerk informed Cllrs that some tenants had yet to pay their rent. Final letters to be sent.

**3. Chairman's Report**

Chairman had nothing to report.

**Meeting Closed at 20.30**

..... **Chairman**

**Dated** .....