

HANSLOPE PARISH COUNCIL

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Minutes of the Allotment Committee held on Thursday 18th January 2024, 2pm the Pavilion, Hanslope Recreation Ground, MK19 7LG.

Minutes

Present: P Cook (Chair) Cllr R Simpkins
I Laurie Cllr W Pacheco
F Scott (remotely)
G Merry (recording) Members of Public: 0

24.001 Apologies

No apologies

24.002 Declarations of interest

Mr Laurie. Ms Scott and Mrs Cook declared an interest as allotment tenants themselves.

24.003 Minutes of the last meeting

MOTION: To agree the minutes of the meeting held October 5th 2023, PROPOSED by Mrs Cook, SECONDED by Cllr Pacheco and AGREED

24.004 Public Participation: No items.

24.005 Admin.

- i. **Vacancies & waiting list:** Cllr Simpkins advised there 3 vacant plots but no current waiting list and he will work on a list once the whether improves and there is more interest. Plot 50 needs some work to move the posts. Plot 75 has been cleared. However, the contractor has now given up this role, and there is still rubbish to be removed. It was agreed to hire a skip for this purpose and following this, tenants will be permitted to use the skip. Easter weekend was agreed and the clerk will organise this. Splitting plot 75 into smaller plots was discussed but it was agreed not to do this yet, as the smaller plots were not proving as popular as hoped.
- ii. **Payments:** The clerk reported there were currently 11 payments outstanding but Cllr Simpkins confirmed the rules say end-of January as the deadline. Assuming some would not renew, Cllr Simpkins suggested repeating the Open Morning and this was discussed. It was agreed to schedule this for 9/3/24. Mr. Laurie will organise the banner; Mrs. Cook will do tea and biscuits and the clerk will publish a flyer.
- iii. **Risk Assessment:** The clerk circulated this and advised it was in need of updating. It was agreed that contact details for emergency access onto the site, would now be Mr. Laurie's phone no. plus the PC number. The clerk agreed to order a new gate sign. The sections on livestock, first aid, training and contact details will be updated. The clerk will order a new First Aid kit and an Accident Book.
- iv. **Progress on CAD:** This is almost there and will be ready for the April meeting. The boundaries are not entirely even and Mr. Laurie is aiming for 90% accuracy.
- v. **Tenant's Meeting and any Plans 2024:** The agenda for the Tenant's meeting on 5/2/24 was discussed and agreed. Cllr Simpkins suggested that instead of a separate seed swapping evening, a table for seed swapping is incorporated into the tenant's meeting and this was agreed. The clerk will note this on the agenda, plus the addition of the speaker.

24.006 Maintenance

- i. **Contractor Update:** The contractor was no longer offering this service and it was agreed that Cllr Pacheco would send the clerk any contacts for people offering similar services.
- ii. **Maintenance of Communal Spaces, gates etc:** The chosen contractor for fixing the gate would not attend, or get in touch, so it was discussed and agreed to engage Phillwell @£500, to ensure the job was completed before the 1/4/24 opening. Mr Laurie agreed to attend to any posts requiring installation in the spring, and Mrs Cook will do the stencils. The grass cutting contractor will need to be informed to cut around the communal area and toilet. The clerk will aim to get a date for the first spring cut, so that committee members may attend, as this is a new contractor.
- iii. **Any other maintenance issues:** The skip will be hired over Easter weekend and the clerk will order the same as last year but without the lids. Mr Laurie will install the second noticeboard. The spare posts and fence wire will be moved to the communal area. There is a large puddle in the splay leading to the gate but on MKCC land. The clerk agreed to report this to MKCC in the first instance and see if they will attend. Mrs Cook will also discuss this with Phillwell.
MOTION: To agree to engage Phillwell to fix the gate @ £500 PROPOSED by Mrs Cook, SECONDED by Cllr Simpkins and AGREED

24.007 Plot Inspections/issues with plots

- i. **Plot inspection:** Plots 75A and 76A had not carried out the required work and the clerk agreed to phone them to determine if they would be carrying on. As a minimum they should put down a membrane to keep the plot tidy and weed-free. Future inspections will be carried out mid-May and beginning of September. No letters were needed to be sent at this time.
MOTION: Agree no letters to go out.

24.008 Date of next meetings:

Thursdays April 11th 2024 and 6th June 2024 – 2pm

..... Signed (Chairman)

..... Date