



H A D D E N H A M
P a r i s h C o u n c i l

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MINUTES
ALLOTMENTS COMMITTEE MEETING

Wednesday 20th March 2019 9.30am
Haddenham Parish Council Office

Present: Cllrs Wheeler (Chair)
Co-opted members: Mr. Jones, Mr. Pitkin, Ms. Watt (Allotment Secretary), and Dr. Wood
Deputy Clerk Mrs Marsden
1 member of the public

A19 10 APOLOGIES

Apologies - Cllr Aston

A19 11 DECLARATIONS OF INTEREST

The following are all allotment plot holders:

Mr. Jones, Mr. Pitkin, Ms. Watt, Mr. Wheeler and Dr. Wood

A19 12 MINUTES

The minutes of the meeting held on 31st October 2019 were RESOLVED as a true record and signed.

A19 13 GREEN RECYCLING FACILITY

Allotment Holder Mr Rick Moore outlined a scheme which would provide an area where allotment waste could be shredded and chipped to reduce the need for bonfires at the allotment. Mr Moore had been in contact with Aspire to procure a suitable chipper for this purpose. After discussion with Mark Nicholson it was felt that using railway sleepers was cost prohibitive however an allotment holder was able to obtain pallets which would provide a more cost effective solution. The Committee AGREED that this was a good idea and worth pursuing further.

It was **RESOLVED** that the Allotment Secretary and Chairman would ask Aspire for a demonstration of the Chipper.

It was **RESOLVED** that a price would be agreed by Aspire and the Allotment Committee. Purchase of the Chipper would be out the Allotment Community's own funds.

It was **AGREED** that Mr Moore, the Allotment Secretary and the Chairman would confirm exactly where these bays would be sited. The suggested location is opposite the car park area and this will be confirmed after a site visit.

A19 14 FINANCES

The Deputy Clerk provided allotment financial reports (Appendix A) which showed income and expenditure from 1st April 18 to end of February. There was an alteration on the income due to an incorrect accrual from the previous financial year. The correct income figure was £5226.51 which was just over budget of £5056.

The Deputy Clerk confirmed that an allotment budget increase to £800 had been RESOLVED for the 2019/20 financial year.

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A19 15 SITE MANAGEMENT

(i) To receive an update on the risk assessment of the site.

The Site risk assessment had been undertaken by the Allotment Secretary and Chairman and this needed to be documented with any action points highlighted. The Deputy Clerk informed the Committee that if they went ahead with the Green Recycling Facility, a risk assessment for the operation of the Chipper must be undertaken. This was **NOTED** by the Allotment Committee.

(ii) To note any maintenance issues outstanding

There is a 'hump' along the track which can cause problems to some cars. It was discussed whether this hump could be flattened or should be left as a 'speed hump' to slow cars. It was **AGREED** that should there be maintenance work on the allotment (which requires heavy machinery) the contractor could be asked if that can level this area off.

(iii) To review work carried out by Aspire and highlight any issues.

The standard of work is high from Aspire. There is an area where there are some sheds by the paddock which needs cutting. The Allotment Chairman **AGREED** to show Aspire the areas which need to be included within the grass cutting area.

The Allotment Secretary and Chairman were meeting with Aspire on the 21st March to co-ordinate a skip delivery and clearance of outstanding rubbish on the allotment.

(iv) To receive an update on the operation of the Bore Hole and consider the request for an additional trough.

It has been a great success this year particularly as it was such a hot summer. The Allotment Secretary explained to a tenants how the Bore Hole worked and its limitations in the evening (due to solar power). It was felt that a better distribution of the water across the site was needed and it was **RESOLVED to RECOMMEND** to the Parish Council to put an additional trough to ensure all allotment holders had an equitable distance to obtain water. Chris Wylam will provide quotation for this work and this will be passed to the Council for resolution.

A19 16 PLOT MANAGEMENT

(i) To receive an update on plot occupancy

There is only one plot vacant at the moment and there are three people on the waiting list, so it is envisaged that full occupancy will be achieved.

(ii) To receive an update on plots / vacant plots that need clearing and covering.

The Allotment Secretary and Allotment Chairman will undertake an audit of the plots at the beginning of April. Any plots found not be in a satisfactory condition will be referred to the Parish Council for action.

A19 17 SITE LEASE

No further update on the site lease as it is still with the solicitors.

A19 8 ALLOTMENT USERS GROUP

The last meeting was held at the Rising Sun on the 11th March 2019. It was well attended with approximately 30 people in attendance.

A19 9 FUTURE MEETINGS

30th October 2019, 9.30am at the Parish Council office.

CLOSURE OF THE MEETING - The meeting closed at 10.34am.

Signed: _____
Chair

14th August 2019

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