

BERKHAMSTED TOWN COUNCIL

Minutes of the Meeting of the
ALLOTMENT MANAGEMENT TEAM

Held in the Council Chamber, Civic Centre, Berkhamsted on
Monday 6 November 2017 at 10 am

PRESENT:

Councillors: B Newton (Chairing the meeting)
F Earl

Allotment Reps: John Eaton, Sunnyside
John Fisher, Butts Meadow (JF left the meeting at 10.35 am)
Diana Reay, Dellfield
Lin Philips, Sunnyside
Keely Siddiqui Charlick, Sunnyside Rural Trust

Officers: John Bushby, Town Warden
Christine Jerram, Finance and Allotments Officer
Janet Mason, Town Clerk

OPENING MATTERS

AMT 35/17 Apologies for Absence

There were no apologies for absence

AMT 36/17 Minutes of the previous Meeting

- i. To approve the minutes of the previous meeting held on 22 August 2017

These were approved as a correct record and were duly signed as such by the Chair.

- ii. Update on actions from the last meeting where not covered elsewhere on the agenda:

AMT 29/17 - Income and Expenditure re water at Dellfield: There have been further discussions with Affinity who are looking at the Town Council's request for a leakage allowance to be made against the bill.

The implications of charging for water in the light of recent legal judgements was raised by JF and discussed. The Town Clerk had consulted HAPTC and would report back at the next meeting.

Action: Town Clerk

AMT 30/17 – The recommendation that there be no increase in rent or charges had been reported to Full Council on 25 September.

AMT 33/17 – When the agenda had been sent out the training version of Colony had still not been installed in the Council Chamber because of various IT and communications issues between MCPC and iQuDa. However, the Town Clerk was pleased to report that these problems had been overcome at last.

AMT 37/17 Chairman’s Communications

None.

AMT 38/17 Public Participation

There were no members of the public present.

FINANCE MATTERS

AMT 39/17 Income and Expenditure Report

- (i) To consider the allotment income and expenditure at 30 September 2017 which had been distributed to members.

The issue of whether allotment holders could buy water keys from retail outlets was discussed. It was confirmed that these should be purchased from the Town Council.

Turning to the annual September plot and water invoicing a list of outstanding payments was circulated. It was agreed that these payments would be chased up by the Town Council at the end of November.

ALLOTMENT MATTERS

(Colony system papers were circulated at the meeting)

AMT 40/17 To consider, as appropriate, allotment and plot inspection reports on:

- (i) Dellfield

DR gave an update. She would try and remind some of those who had not yet paid to do so.

(ii) Sunnyside Old and New

JE reported that no plot inspections had taken place. There were more on the waiting list than vacancies but generally this was in balance. A working party had cleared ground alongside Grantham Mews.

A “to whom it may concern” letter was needed for residents in adjacent properties as some had been throwing garden waste over the fences.

Action: Town Clerk/Allotment Officer

(iii) Butts Meadow

JF had circulated his report in advance of the meeting. The water had been turned off because of a suspected leak. This was being investigated.

Action Town Clerk

(iv) Sunnyside Rural Trust

Nothing to report.

AMT 41/17 Allotment Maintenance Work and Projects

(i) Deer fencing Sunnyside New:

a) update on correspondence with National Trust at Ashridge

JM had been in correspondence with Susie Mercer, General Manager, Ashridge Estate about deer culling. Regular and planned culling took place within the Estate and a number of local householders had installed deer fencing.

b) To receive other pricing options as discussed at the 22 August 2017 meeting (Keely SC)

Three options had been quoted for including materials and labour. First, installing fencing around the complete site (but not the railway edge); secondly, fencing round the allotment boundary and thirdly installing 102.5 metres along the northern boundary only.

These options were discussed and allotment reps were of the view that the third option would seem to be the most pragmatic as this might deter entry from the adjacent farm land. .

- (ii) Budget 2018/19 preparation – As agreed at the 22 August 2017 meeting to consider any other projects/works that might be included in the Town Council’s budget proposals for the next financial year.

The following projects were put forward:

1. Deer fencing as above;
2. Extension of water system at Sunnyside (JE thought a possible budget of £3k would be feasible);
3. Tree inspection and remedial works.
4. Signs showing plot numbers.

AMT 42/17 Allotment Signage

The Sunnyside Allotment Society has recently suggested signage as follows;

1. reminding dog walkers to pick up waste after their pets
2. asking well-meaning contractors not to dump chippings in the middle of paths and to make arrangements beforehand.

These will be prepared and provided as required.

AMT 43/17 Warning letter

JE had asked for a copies and these were distributed to all.

AMT 34/17 Date of Next Meeting: Monday 19 February 2018.

Signed.....

Date.....