

BERKHAMSTED TOWN COUNCIL

Minutes of the Meeting of the

ALLOTMENT MANAGEMENT TEAM

Held in the Main Hall at the Civic Centre

Monday 18 October 2021 at 10 am

Councillors	G Stevens (Chair) P de Hoest
Allotment Reps:	John Eaton, Sunnyside John Fisher, Butts Meadow Jenny Sippings, Sunnyside Diana Reay, Dellfield
Officers:	Tony Noakes, Town Clerk Dori Beecroft, Finance & Allotments Officer John Bushby, Town Warden

OPENING MATTERS

AMT 24/21 Apologies for Absence

Apologies for absence were received from Keely Siddiqui Charlick, Geoffrey Halls and Clare Huggett.

AMT 25/21 Minutes of the previous Meeting

- (i) The minutes from the previous meeting were to be amended to note that Cllr G Corry had attended the meeting and Dori Beecroft had not. The minutes of the previous meeting held on 5 July 2021 were subsequently **approved**. **Action – Town Clerk**

AMT 26/21 Public Participation

To invite any public participation

- (i) No members of the public were present.

FINANCE MATTERS

AMT 27/21 Rent demand for 2021/22.

An update was given at the meeting about the rent receipts and cancellation of tenancies to date (3 weeks after invoice date):

- (i) Value of rent receipts as at the date of the meeting came to almost £8K, this included both bank transfers and cheques. This equates to approximately 65% of the total value invoiced.
- (ii) A total of 6 tenancy cancellations had been received.

AMT 28/21 Water Charge Reconciliations & an alternative way of water supply for the allotments

- (i) The forecast for water usage for 21/22 was tracking at a much higher rate than previous years. The current estimate for first half year actual and second half year forecast, was approximately £3K. This was almost twice the total for 20/21. This increase was due to a mix of estimated bills and actuals for previous years. Water usage would continue to be monitored closely.
- (ii) A discussion took place about the possibility of removing all hose access to water and replacing with new tanks with push button water access. It was noted that the National Allotment Society does not advocate the use of hoses. It was decided, because of the type/terrain of our allotment sites and continued access to water for all tenants, that the continued use of water by hose would be allowed. Tenants currently using hoses pay an extra water charge.

ALLOTMENT MATTERS

AMT 29/21 To consider, as appropriate, allotment and plot inspection reports and other current matters at:

- (i) Dellfield (DR) – The fallen tree next to the railway line fence is booked to be removed on the 16 November, starting at 1100hrs. The delay in clearing the tree was down to the availability of tree surgeons and also finding a company who could complete the job because of its proximity to the railway line. The Town Clerk will liaise with the tree surgeon to make sure half the tree is left on site for allotment use. **Action – Town Clerk**
- (ii) Sunnyside Old and Sunnyside New. (JE) – The clearing of the Tea Hut area had begun, in preparation for a new seating area with

overhead cover. Funds were available for this from allotment reserves. Planning approval not considered necessary.

- (iii) Butts Meadow (JF) – One plot left for renting. A question was asked about the number of grass cuts that had taken place for this year. It wasn't as many as in previous years. The Town Clerk was asked to ensure this was improved for 2022. **Action – Town Clerk**

AMT 30/21 Waiting Lists

- (i) Current waiting lists
Butts Meadow – 44
Dellfield – 60
Sunnyside Old – 44
Sunnyside New – 24
- (ii) A discussion took place about the size of the waiting list estimates on how long a future tenant would have to wait until they received an allotment plot. It was decided to close the waiting list to new request. This would be reviewed annually. **Action – Allotment Officer**
- (iii) The Chair asked the Officers to investigate the possibility of renting any local land (farmland possibly) that could be used as allotments. **Action – Town Clerk**

AMT 31/21 AMT change to an Allotment Working Group

- (i) The change from the current AMT structure and its terms of reference to an Allotment Working Group was discussed and it was agreed that the proposal would be presented to the next Full Council on 8 November 2021 for approval. **Action – Town Clerk**

AMT 32/21 Close of meeting

The meeting closed at 11.57 am.

Next meeting 24 January 2022.

Signed.....

Date.....