

# BRICKHILL

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## PARISH COUNCIL

Minutes of a meeting of the Allotments & Open Spaces Committee held on Tuesday 20<sup>th</sup> August 2013 at Brickhill Community Centre, Avon Drive, Brickhill

**Present:** Cllrs Crofts, Wilkins and Waterhouse, 1 member of the public and the Acting Clerk

1	<b><u>Apologies for absence</u></b> Apologies were received from Cllr Ovenell	
2	<b><u>Declarations of acceptance of interest in items on the agenda</u></b> Cllr Waterhouse declared a personal interest in matters pertaining to the allotment site by way of his allotment tenancy. However, a dispensation has been granted to Cllr Waterhouse with regard to Brickhill allotments	
3	<b><u>Public Open Session:-</u></b> None.	
4	<b><u>To confirm minutes from meeting held on Tuesday 21<sup>st</sup> May</u></b> <b>It was resolved</b> following the minor correction to the date of the meeting from the 20 <sup>th</sup> to the 21 <sup>st</sup> May, to accept the minutes as a true record of the meeting.	
5	<b><u>To note the spend against budget for Brickhill Allotments</u></b> <b>It was resolved</b> to note this.	
6	<b><u>To consider a request regarding timing of cutting of fallow area at Brickhill Allotment (orchids)</u></b> following discussion and based on the recommendation of Cllr Wilkins, <b>it was resolved</b> to treat the fallow area as a wildflower area and to cut and rake it only in September, accepting that the raking will incur additional expenditure which could be met from contingency funds. The rest of the area to be cut twice yearly as the Assistant Clerk considers appropriate.	Assistant Clerk
7	<b><u>To receive a report on the management of the allotment site</u></b> <b>It was resolved to</b> accept the report. The Allotment Officer was to be asked to confirm that none of the vacant plots were suitable for those residents on the waiting list.	Assistant Clerk
8	<b><u>To respond to a request from a resident of Curlew Crescent regarding the removal of a Horse Chestnut tree on plot to the rear of the property</u></b> <b>It was resolved</b> that a letter be written to the plot holder reminding him of the tenancy agreement and asking him to remove the tree. A letter should also be written to the resident explaining what action was being taken.	Assistant Clerk
9	<b><u>To confirm arrangements for judging of Allotments competition</u></b> <b>It was resolved</b> that Cllr Crofts and the Acting Clerk would carry out the judging next week. <b>It was further resolved</b> that next year the date for judging would be set at the May meeting and be timed for the end of July/early August whilst there was a better variety of produce on the plots.	Assistant Clerk Cllr Crofts
10	<b><u>To agree a policy on treatment of "unlettable plots"</u></b> <b>It was resolved</b> that plots identified as "unlettable" by the Assistant Clerk should be cleared and grass seeded. A change to the grass cutting budget needed to be made to reflect this.	Assistant Clerk
11	<b><u>To note current spend for Waveney Green against Budget</u></b> The report was noted.	
12.	<b><u>To note the play area inspection report</u></b> <b>It was resolved</b> to note this and the repairs agreed.	Assistant Clerk

13.	<b><u>Waveney Green footpath repairs</u></b> <b>It was resolved</b> following inspection by Cllrs Waterhouse, Blakeman and Crofts that no work be undertaken at the moment but that the state of the footpaths should continue to be monitored.	Assistant Clerk
14.	<b><u>To approve the removal of dead tree from Waveney Green (adjacent to the Rose Garden)</u></b> <b>It was resolved</b> to give permission to the Assistant Clerk to arrange removal. A new tree (same variety- lime) should be planted in its place in Spring. The ties supporting the young trees should also be replaced. <b>It was also resolved</b> that the Assistant Clerk does not need permission in future to carry out such work unless it exceeded the current budget allowance.	Assistant Clerk
15	<b><u>Allotment Newsletter</u></b> <b>It was resolved</b> that a final draft be circulated to all Committee members for approval before being sent to the printers.	Assistant Clerk
<b>Date of Next Meeting:</b> Tuesday 19 <sup>th</sup> November 2013, 7:00pm		

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Approved by Chairman  
19<sup>th</sup> November 2013