

WANBOROUGH PARISH COUNCIL

Minutes of the Allotment Committee Meeting held on Monday 14th November 2022 at 7.30pm at Hooper's Field Sports Facility

Present: Bob Biggs (Chairman) Dave Hayward, Donna Stalker (Wanborough Parish Councillors) Val Curtis (Covingham Parish Councillor), Freddie Day (Representative)

In Attendance: Georgia Wheeler (Assistant Parish Clerk), Lorraine Sandle and 2 members of public

Minute Ref:
AC/11/22/

1. Apologies: Joe Smith (Parish Councillor), Rosemary Savage (Representative)
2. Declaration of interest: Dave Hayward (Parish Councillor) interest as an allotment holder

THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTIONS.

Members of the public raised two points which were agreed to be discussed further down the agenda as specific items:

- *Re-establishing role of representative (5.1)*
- *Closing the gate to deter break ins (7)*

3. Minutes of previous meeting held on 11th July 2022 confirmed

4. Update on vacant plots

The Assistant Clerk informed the committee that two plots are currently waiting to be accepted which will then leave one plot vacant and subsequently offered to next on the waiting list. It was explained that this is due to a potential plot swap.

- 4.1. Waiting list

The Assistant Clerk informed the committee that there are currently 9 Covingham residents on the waiting list if the above residents accept the offered plots.

5. To review Allotment Reps Report and agree if any action needs to be taken.

After reviewing the report, the committee agreed this was the most unkept the allotments had been. It was agreed that this was due to the closure of Wanborough Road and the difficulty for Covingham holders travelling to the allotments during this extended closure. It was reported that today (14th November) the allotments had been the busiest in a while, following the opening of Wanborough Road. The next representative inspection will take place in springtime.

ACTION: To write to all allotment holders to politely remind them of keeping plots tidy.

- 5.1 To confirm that one Allotment Rep is standing down resulting in a vacancy. To discuss process to appoint new Allotment Rep.

The committee acknowledged the work of the previous representative. It was raised that a brief should be created of exactly what is required by a representative. Committee members confirmed this was to be the bridge between holders and the committee and regular inspections of the plots to be carried out. There was discussion around it being difficult for some holders to know who the representatives are to be able to contact them to feedback/raise issues. Another issue was that some holders have discussed issues with representatives previously but asked for them not to be formally raised causing the representative to be unsure on how to act.

Angela Raymond
Parish Clerk & RFO

ACTION: Create brief for representative. To write to all allotment holders to request volunteers for representative.

6. Annual Allotment Competition September 2022

6.1 Feedback

Positive feedback received although committee commented on low attendance which was felt to be due to the Wanborough Road closure. It was agreed for this to remain a social event for holders.

ACTION: For annual meeting and competition to be separate events (see 11. for details of future annual meeting arrangements)

6. Wanborough Road Closure

The chair provided an update following a meeting had with Conlon on the road works. Conlon reported that they have recommended a design change to Swindon Borough Council due to issues arising but are waiting for an outcome. The committee discussed the difficulty for Covingham plot holders over the spring with the road closing again for several months in the New Year.

ACTION: Bob Briggs (Wanborough Parish) and Val Curtis (Covingham Parish) to meet with Covingham Parish's drainage specialist to discuss road closure complications.

7. Update on the recent break ins at Allotment Site

The committee discussed multiple holders having their sheds broken into and tools stolen. It was recommended that the gate should be shut again while looking into security fencing for a temporary deterrent.

ACTION: Write to holders to ask for them to start shutting the gate. Assistant Clerk to order signage for the gate to be closed.

8. Security Fencing

There was a lengthy discussion around different ideas to make the allotments secure. It was felt initially the gate should be secured again but there was a query over previous issues with Thames Water contractors using the lock. Questions were raised over whether the fencing should avoid the lane entrance and have a gate directly into the car park instead and whether the hedge should be removed and then reinstated or not. It was agreed that professional opinion should be obtained first along with quotes so it is known what funds will be needed.

ACTION: Assistant Clerk to seek professional guidance and quotes.

10. Date of next meeting

Confirmed for 20th March – (Confirmed via email after meeting)

ACTION: Assistant Clerk to add date to website and confirm hall booking.

11. Annual meeting 2023

There was a discussion about holders being unaware of the annual meeting 2022 being included in the annual presentation. It was agreed that these meetings should be separate in the future. It was suggested that to avoid multiple extra meetings, the annual meeting should become part of one of the quarterly Allotment Committee Meetings. It was agreed that this could be promote via letter with the annual invoice in a newsletter style with all dates on meetings throughout the year.

ACTION: Add to agenda for next meeting to confirm date.

AOB:

- A councillor raised the concern of the gap between Covingham and Wanborough becoming bigger with the NEV and if another allotment plot should be sourced.
- A discussion was had in relation to information being shared on the Allotment Facebook Group.

ACTION: Assistant clerk to add Donna Stalker and Val Curtis to Allotment Facebook Group

Meeting closed 9.10pm

Angela Raymond
Parish Clerk & RFO