

# BURGHFIELD PARISH COUNCIL

## DRAFT Minutes of the Allotments Sub-Committee Meeting

**Date:** Tuesday 15<sup>th</sup> January 2019 **Time:** 10.30am

**Place:** Committee room, Burghfield Village Hall

**Present:** Mrs Val Brown Mr Graham Harris  
Mr Roger Powell Mr Steve Trahearn  
Mr Ian Kitson

**Apologies:** Mrs Pat Foster, Mr Chris Price, Mrs Leanne Price

**Absent:**

**Present:** Mrs C Morris (Clerk) Mrs C Stroud (Assistant Clerk)

**1. To receive written requests for Disclosable Pecuniary Interest dispensations from members**

There were no items upon the agenda that necessitated a member to present a written request for dispensation for a Disclosable Pecuniary Interest.

**2. Minutes of the last meeting**

The minutes of the last meeting of the Allotments Sub-Committee having been held on 1 November 2018 having been circulated, were confirmed a correct record and signed by the presiding Chairman.

**3. To receive an update in relation to the potential provision of additional water troughs**

Members discussed the potential provision of additional water troughs at the Common Allotments where it was determined further investigation was required to ascertain costs, layout, size and location of pipes. A recommendation will be presented to the Community Committee upon further information obtained.

**4. To discuss the security and access to the Common Allotment site**

Members discussed the overall security and access at the Common Allotments. No further issues were reported, the closing of the gate each night with no padlock will continue. A site inspection of the Reading Road entrance to the allotments will be carried out to determine whether site lines can be improved and presented to the Community Committee.

**5. To receive an update following site inspections**

Following site inspections at both the Common and Hatch allotments, letters were sent to plot holders of plots that were identified as unworked/untidy. Bi-monthly inspections continue. A recommendation is to be presented to the Community Committee for a skip to be sited at the Common Allotments.

**6. To receive the request for permission to be granted for an assistance dog to access the common allotments**

Members gave consideration to a request for permission to allow an assistance dog to access the common allotments. Confirmation of the assistance dog being certified was provided. Members resolved unanimously to present a recommendation to the Community Committee to grant permission.

**7. To give consideration to the potential of a produce show**

Members gave consideration to the suggestion of a produce show. It was recommended that a display of surplus produce for donations would be set up at the

Macmillan Coffee morning in September. Confirmation is to be sought from the relevant committees.

**8. To consider any other matters in regard to the administration of the allotments**

Correspondence was received from a plot holder in relation to chickens on their plot and seeking permission for their dog to accompany them. Members acknowledged the rulings regarding chickens and requested the plot holder is advised accordingly. The rules regarding no dogs on both allotment sites are to be re-iterated.

**9. Matters for Future Discussion**

- Planting trees
- Management of vacant plots
- Bonfires
- Rent Policy

**10. Items for Information Only**

No further items were raised for consideration.

Meeting closed at 12.20pm

Next Meeting: Tuesday 5<sup>th</sup> March at 10.30am