



Chard Town Council

THE GUILDHALL, FORE STREET, CHARD, SOMERSET TA20 1PP
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Mayor: Cllr J Kenton **Acting Proper Officer: Adrian Turner**

Minutes of the Allotment Forum meeting held on Wednesday 11 January 2023 in the Town Hall at 11am.

Present:

Cllr: J Baker (Chair)

In Attendance:

Adrian Turner – Operations Manager
Sarah Steggall – Admin Assistant

There were 6 members of the public present and No. 0 of the press present.

The meeting started at 11.05 am

Apologies received from Mike Lee and Jeff Rodgers

JB confirmed the minutes of the last Forum Meeting held on 4 February 2019

Matters arising from the last Forum meeting 4 February 2019

Tanks-Still being vandalised and tenant using a generator to extract water from tanks.
Operations Manager to look into the possibility of having stand pipes., but believe low water pressure may be a problem.

Locks- sticking/hard to open. Amenities Team to check regularly oil.

Fences and Hedges-Will be checked on next allotment inspection.

Sheds/Greenhouses-Policies to be discussed at the next AGM.

Plot Inspections- Agreed three allotment inspections to take place each year. In January/February, April, and September. Notices to be put up with dates of inspections.

Notice Board-Operations Manager to look into installing a new Chard Town Council notice board next to the allotment holders notice board.

Rent Payments-Clarification requested on the accounts. Will be discussed at the next Forum meeting.

Car Park Extension- Operations Manager to look into the possibility of making extra parking spaces.

Lease- On agenda to be discussed at Amenities & Events meeting.

Rent Increases- To be discussed at the AGM. Years notice required for any increase in rent.

Report on allotment data as of 7 December 2022

There are 181 managed plots at Chardstock Allotments. 164 plots are full size and 17 half sized.

2022 - 13 vacant plots (12 full & 1 half size)

2019 - 10 Vacant plots (5 full size & 5 half size)

2018 - 17 Vacant plots (12 full size & 5 half size)

2017 - 22 Vacant plots (15 full size & 7 half size)

92.8% Occupancy

Allotment Inspection took place on 23rd May 22

Letters sent to Allotment Holders: 12

Next inspection 18 January 2023

Number of Plots Terminated

1 Oct 19 to 30 Sep 20 - 18

1 Oct 20 to 30 Sep 21 - 20

1 Oct 21 to 30 Sep 22 - 22

New Allotment Holders

1 Oct 21 to 30 Sep 22 - 16

1 Oct 22 to 8 Dec 22 - 3

Waiting Lists

12 new applicants and 9 current allotment tenancy holders would like another plot.

Any Other Business

Spraying-Concerns that spraying affects pollination and insects. Operations Manager confirmed spraying will no longer take place and vacant plots will be trimmed/covered instead.

Disability Access-Some tenants having difficulty accessing the allotments/unlocking the gate. Operations manager will look into options to improve access, such as laying slabs/concrete near the gate.

Entrance by Bottom Gate-the approach to the gate needs levelling. Operations Manager to find out if this is Highways responsibility.

Damaged Fence near Play Area, new posts have been put in by the Amenities Team.

Transfer of Tenancy-Would it be possible to transfer tenancies if someone helps current allotment tenancy holder, over a long period of time. Agreed, at Operations Managers discretion.

Abused Tenants-Information will be given to Sarah Steggall.

Next Forum meeting 26th April 2023 at 12.30pm.

There being no further business the meeting closed at 12.10pm.