



Chipperfield Parish Council,
The Village Hall
The Common, Chipperfield
WD4 9BS
Tel: 01923 263 901
email: parishclerk@chipperfield.org

CHIPPERFIELD PARISH COUNCIL

ALLOTMENT MINUTES

The AGM of The Allotment Meeting. The meeting was held on the 4th of July 2023 in The Small Hall The Common, Chipperfield WD4 9BS

Councillors present: Cllr Heaphy, Cllr Cassidy, Cllr Flynn, and Cllr Hinton
Also present: Mrs U Kilich Clerk to the Council 16 members of the public

CHAIRMANS ANNOUNCEMENTS

The Chair, Cllr Heaphy detailed of safety and fire arrangements should the building need to be evacuated.

APOLOGIES FOR ABSENCE

Apologies of absence received from Victoria Simkins and Rachel Hinton.

APPROVAL OF MINUTES

The minutes of the previous AGM on the 6th of July 2022 was presented.

RESOLVED, proposed by Cllr Cassidy, seconded by Cllr Flynn to sign the Minutes as true and accurate record. Unanimously agreed.

CHAIRMAN'S REPORT

- a. To review rent for the allotments – Cllr Heaphy suggested there will be no rent increase for this financial year, however, due to deficit for 2022/23 it is highly likely that the rent will be increased in October 2024.
- b. To use the allotment for after school club – Cllr Heaphy informed members that there is a request to use one of the allotment plots for after school club. The organiser has carried out the necessary risk assessment and has been shared with CPC: The organiser stated the following:
 - An indemnity will be provided to CPC.
 - The age of the children is between 4 and 6, the appropriate ratio adult to children will be followed.
 - Children will be supervised.
 - All relevant information will be provided to the Clerk before the next meeting in October 2023.
 - The School Club at St Pauls is oversubscribed.
 - During school holidays, there will always be someone monitoring the plot.

Cllr Heaphy informed members that overall, the concept of gardening club sounds like a good idea, however, there is a concern raised about the safety of the children.

This will be reviewed once all the relevant documents have been received by the Clerk such as an indemnity.

- c. To review communication between Chipperfield PC and Allotment holders overall, the feedback is a positive one. Allotments that have not been managed have received letter to cultivate or to terminate the contract.

ACCOUNTS

2022/23

The account statement was presented and all the costs are detailed, however it is anticipated the running costs will change. The water rates were in credit. The biggest change will be the hedge cutting due to an enforced change of supplier and this has taken the allotment account into deficit by £673.00.

Other suppliers will be asked for quotes and an allotment holder will let the Clerk have number for a farmer for hedge cutting which will take place in 2023.

The mower purchase cost is spread over five years, the mower is kept in the Council's garage.

Borders

The Clerk will send relevant information on Budget for 2023/24 when the agenda is sent for October's meeting.

A map and drone photo were provided by one of the allotment holders showing the map of the allotment. There needs to be some clarity for the plot holders to ensure who is responsible for what allotment borders to maintain. Once the allotment holders agree, the map will show who is responsible for maintaining the allotment paths and borders. Abos will work on the map to highlight borders and paths.

The Council will need to approve the final map and responsibilities going forward.

Q&A Open Forum

1. Allotment plot 50b has ragwort growing, the Clerk will liaise with Sunnyside Rural Trust to resolve the issue.
2. Allotment holders complained that the start time of the meeting was confusing, Cllr Cassidy apologised for the confusion caused and assured members that going forward this will not be a problem. Future meetings will start at 7 pm.
3. A member asked if the lawn mower can be used by the allotment holders, this cannot be done as there are other implications such as insurance and risk.
4. The chain on the allotment gate is very short, the Clerk will inform the Warden to suggest a solution and order another chain that can be welded into the gate or an alternate way of fixing the chain and lock.
5. Support is offered to new allotment holders if the allotment they take over is overgrown.
6. Football Club the hedges are in appalling condition, Cllr Heaphy will organise a meeting with the Football Club and the Council to address any outstanding issues.
7. An allotment holder pointed out the staff employed by SRT are a little "enthusiastic" in collecting the rubbish. The Clerk will relay the message to SRT and advise on the area for litter picking.
8. Any dogs entering the allotment must be managed by the dog owner.
9. The fence between the allotment and the Blackwells has a hole, Cllr Flynn will contact the supplier to remedy the problem.

The meeting concluded at 19.48.