



# WELLINGTON TOWN COUNCIL

## AGENDA

**Members of the Public and the Press are invited to attend all Council Meetings  
(Public Bodies (Admission to Meetings) Act 1960)**

Dear Councillors,

You are hereby summoned to attend the following meeting:

Meeting	<b>Allotments Committee</b>
Time	6.00pm
Date	Monday 8 <sup>th</sup> August 2022
Place	United Reformed Church Hall, Fore Street TA21 8AG

Councillors will be discussing all the items listed on the attached Agenda and minutes will be available online and on the Council Notice Board after the meeting.

Councillors and members of the public are reminded that they shouldn't attend the meeting if they or a someone they live with has tested positive for COVID or have COVID symptoms.

**Annette Kirk  
Deputy Clerk  
07496 528389  
01823 662855 ext: 201  
1<sup>st</sup> August 2022**

## 1. APOLOGIES

## 2. DECLARATIONS OF INTEREST

## 3. MINUTES

To approve and sign the minutes of the Allotment Committee meeting on Thursday 9<sup>th</sup> June 2022 (copies attached).

## 4. PUBLIC PARTICIPATION

Public Attendance: For those members of the public who wish to ask a question or make a statement a three-minute time limit applies to each speaker.

N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119

## 5. UPDATE ON PLOT VACANCIES AND WAITING LIST

## 6. GENERAL MAINTENANCE & INSPECTIONS

- I. Deputy Clerk met with Idverde on 19<sup>th</sup> July 2022 - arrangements in place to:
  - a. Mow and tidy tracks, cut back brambles on the main track.
  - b. Plots 3, 33 and 89 – Remove rubbish
  - c. Plot 84 – tenancy terminated 31<sup>st</sup> July 2022. Arrangements made to trim and clear rubbish. New Tenant ready to take over.
  - d. Plot 11 – Tenant contacted to tidy plot. Tenant to advise week commencing 1<sup>st</sup> August 2022 if they are going to terminate tenancy. Committee to consider dividing the plot in to two.
- II. **Arboricare Ltd** – Written to inspect three large Ash Trees for suspected Ash Die Back – wait their report
- III. **Committee Members Inspection Training:**
  - a. Training took place on Thursday 7<sup>th</sup> July 2022 – 6.30pm. Councillors W Battishill and K Canham were unable to attend.
- IV. **New Notice Board**

Minutes dated 9<sup>th</sup> June 2022 item 82ei, the Committee were waiting for the final quotation from the Noticeboard Company – see attached. Comments received from tenants it was suggested a noticeboard is attached to the inside of the gate. This will enable all tenants to have access. Three quotations attached. Installation costs to be added.

  - a. Somerset Sign & Print, Wellington – A1 notice board (8 x A4 Sheet) Pin Board : £329.00+ VAT incl. fixings and installation

- b. Fitzpatrick Wooler – A1 notice Board (8 x A4 Sheets) Magnetic; :£954.00 + VAT + fixings and installation
- c. Noticeboard Company – 4 x A4 x 2 (8 x Sheets) Pin board: £796.80 plus VAT + fixings and Installation
- d. Creative Solutions A1 (8 x A4 Sheet) Magnetic Board: £327.37 plus VAT + fixings and installation.

## 7. ALLOTMENT COMPETITION 2022

- Judging was carried out on Friday 1<sup>st</sup> July by Councillor Janet Lloyd (Chair) and Vivienne Stock-Williams (member of Basins Volunteer Group)
- Results as follows:
  - Best Cultivated – WINNER Plot 30
    - Highly Commended – Plot 97
    - Highly Commended – Plot 12
    - Highly Commended – Plot 65
  - Best Managed – WINNER Plots 74 & 75
    - Highly Commended – Plot 13
    - Highly Commended – Plot 17
    - Highly Commended – Plot 18A
    - Highly Commended – Plot 58
  - Best Ecological – WINNER Plot 16
    - Highly Commended – Plots 14 & 15
  - Best Newcomer – WINNER Plot 62
  - Merit Certificate for Improvement – Plot 60
- All the Winners will receive one year's free rent from 29<sup>th</sup> September 2022 to 28<sup>th</sup> September 2023
- Certificate Presentation is Thursday 8<sup>th</sup> September at 6.30pm.

## 8. ALLOTMENT FINANCIAL YEAR 2022 – 2023

- i. **Re-contracting of tenancy agreements**  
The annual rent will increase by £2 to £26.00 for the new allotment year commencing 29<sup>th</sup> September 2022.
- ii. National Allotment Society (“NAS”) have provided a new tenancy agreement template. Councillor Janet Lloyd (Chair) and Deputy Clerk amended the tenancy agreement to suit the Council's requirements. The new tenancy agreement being checked by the NAS. The tenancy agreement to be circulated prior to the meeting.

**RECOMMENDATION:** To accept and adopt the new tenancy agreement. The tenancy agreement, to be sent to all tenants to sign in readiness for the new allotment year dated 29<sup>th</sup> September 2022

## 9. SCRIBE – ALLOTMENTS SOFTWARE PACKAGE:

This to be deferred to the next meeting on Monday 17<sup>th</sup> October 2022 – waiting further information from recommended software companies.

**10. ANYTHING ALLOTMENTS HOLDERS WISH TO RAISE**

**11. NEXT MEETING DATE:** Monday 17<sup>th</sup> October 2022 at 6pm

Venue: The United Reformed Church Hall, Fore Street, Wellington TA21  
8AG

Committee members: Councillors J Lloyd , M. Lithgow, C. Govier. C.Booth.  
K.Canham. W. Battishill.