

**MINUTES OF THE EXTRAORDINARY MEETING OF THE SOUTHBOURNE PARISH  
COUNCIL ALLOTMENT COMMITTEE 2<sup>nd</sup> NOVEMBER 2022**

**PRESENT:** Cllrs: R. Taylor (Chairman), Cllr T. Bangert, Cllr D. Riddoch and non-Councillor co-opted members L. Davies and C. Jones.

**IN ATTENDANCE:** M. Carvajal-Neal (Clerk of Allotment Committee)

**46. CHAIRMAN'S WELCOME AND INTRODUCTION**

The Chairman welcomed everyone and opened the meeting at 10:00am

**47. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr James and Co-opted Member J Ullman, both of whom had prior commitments.

**48. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**49. ADJOURNMENT FOR PUBLIC OPEN FORUM**

There were no persons present wishing to speak.

**50. CONSIDERATION OF RENTAL FEES FOR FLANDERS CLOSE INCLUDING A  
REQUEST FOR THE PROVISION OF SHEDS**

Following discussions Members **AGREED** that the rent for Flanders Close be set at zero for the remainder of this financial year from the date the plots are completed and that tenants are charged a nominal fee of £1 per annum for the financial year 2023/24. Members further **AGREED** that in order to provide tenants with a guideline for future rents that it is proposed to charge an annual rental fee of £20 per annum for the year 2024/25. However, this will be subject to review when considering budgets for that year.

Members **AGREED** that it would not be financially viable to provide sheds to tenants, Members further **AGREED** that, in line with the tenancy agreement, the committee would consider requests from tenants to provide and install their own shed.

**51. CONSIDERATION OF THE REMAINING NHB BUDGET INCLUDING THE PROVISION  
OF WATER BUTTS & TOPSOIL**

Members **AGREED** to the purchase of 2 water butts and any associated parts and equipment, including guttering, to service the community allotment. This is to be financed from the remaining NHB budget. Cllrs Riddoch and Taylor **AGREED** to install these. Members further **AGREED** to spend the resulting remainder of the NHB budget on topsoil. It was proposed that this may need to be in smaller manageable packs rather than 1 large grab bag, this was **AGREED**.

## 52. CONSIDERATION OF THE PLANTING OF THE ORCHARD TREES

Following discussion Members felt that it is likely that the trees can be purchased and remain in situ until they are able to be planted. Members **AGREED** that at the scheduled meeting with the nursery on Friday 4<sup>th</sup> November, Officers would arrange delivery or collection of the trees in line with a date that Members can carry out the planting. Cllr Riddoch volunteered to transport the trees depending on his availability.

The Chairman closed the meeting at 10:36am

Signed.....

Dated.....