



Southbourne Parish Council

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MINUTES OF THE MEETING OF THE SOUTHBOURNE PARISH COUNCIL ALLOTMENT COMMITTEE 5th DECEMBER 2024

PRESENT: Cllrs: L. Meredith (Chair), K. Sivyer and A. Tait (Ex Officio)

IN ATTENDANCE: S. Hodgson (Clerk)

The meeting started at 13:00

15. CHAIRMAN'S WELCOME AND INTRODUCTION

The Chair welcomed everyone to the meeting.

16. APOLOGIES FOR ABSENCE

Apologies had been received from J. Ullman who was on leave

17. TO APPROVE AND SIGN THE MINUTES OF THE ALLOTMENT COMMITTEE MEETING HELD ON 13TH JUNE 2024.

Members **AGREED** to **APPROVE** the Minutes of the Allotment Committee meeting held on 13th June 2024 and they were duly signed by the Chairman.

18. DECLARATIONS OF INTEREST

There were no declarations of interest.

19. ADJOURNMENT FOR PUBLIC OPEN FORUM

There were no items for Open Forum

20. CLERK'S UPDATE

20.1

The Clerk reported she had received a request from Jenny Ullman to consider the purchase of new padlocks. As the request was received post publication of the Agenda it was **NOTED** that this will be considered at a future meeting.

20.2

The Clerk advised that the water supply at Southbourne Fields had been turned off for the winter period.

The Clerks update was **NOTED**.

21. BUDGET, INCOME AND EXPENDITURE. INCLUDING TO NOTE THE INCOME AND EXPENDITURE TO DATE, TO CONSIDER RENTAL FEES FOR THE NEXT FINANCIAL YEAR (2025-26) AND TO NOTE THE BUDGET FOR 2025/26 AS PROPOSED BY COUNCIL.

21.1

Members **NOTED** the Income and Expenditure for the year to date

21.2

Members **NOTED** the 2025/26 Budget as proposed but Council of £1,000

21.3

Following discussion Members **AGREED** not to raise the allotment rents for 2025/26 and they will remain as:

- Southbourne Fields £100 per annum – standard plot size
- Southbourne Fields £115 per annum – large plot size
- Flanders Close - £20 per annum

22. SOUTHBOURNE FIELDS - TO RECEIVE ANY UPDATES AND CONSIDER ANY REQUIRED ACTIONS INCLUDING:

22.1 Fencepost Repair

Members **NOTED** the repair to the fencepost was complete

22.2 Boundary repair

Members **NOTED** the repair to the boundary of one plot was complete

22.3 Pathway

Members agreed that the paths are only slippery in extreme weather and there was no onus or duty on the Committee to install hard surfaces. At the last meeting Members considered adding a clause to the Tenancy agreement regarding the pathways but this was rejected.

Members **AGREED** not to install permanent path surfaces and further **AGREED** that no signage was required or any amendment to the Tenancy Agreement.

Members **NOTED** that Parish Council's contract caretaker is now strimming the pathways when weather and schedules allow and further **AGREED** that no further action was required.

22.4 Dog Bin

Members **NOTED** the Clerks Report.

The area around the allotments is not the property of Southbourne Parish Council and as previously advised the Housing Association Management Team would be responsible for managing any installation of a new Dog Bin. The Clerk had also reported that should SPC be able to gain the relevant permissions and install a bin via CDC Waste Management they have advised that the associated costs would be in the region of £60k p/a

Members **AGREED** to not progress this further.

22.4 Plot 9

Members **NOTED** that the tenant on Plot 9 had given Notice to Quit. The Clerk reported that the plot has been vacated and left in a satisfactory condition. Officers will make arrangements re-let the plot.

23. FLANDERS CLOSE- TO RECEIVE ANY UPDATES AND CONSIDER ANY REQUIRED ACTIONS.

23.1 Communal Plot

Members **AGREED** to **RATIFY** the expenditure of £77.87 to cover the communal plot with mypex following a complaint from neighbours. (Financial Reg 5.13)

Members further asked for an update at the next meeting on the situation regarding Tuppeny Barn.

23.2 TO CONSIDER A PROPOSAL BY A TENANT TO ERECT A FENCE OR BARRIER BETWEEN HIS PLOT AND THE WILDLIFE CORRIDOR.

During discussion the following points were raised:

- Creating a barrier will not stop seeds from blowing onto any of the plots and will prevent wildlife access to and from the area
- The corridor was in place when the plot was let and tenancy was agreed on this basis
- Haphazard strimming of the wildlife corridor endangers hedgehogs and other species as they can be severely injured
- The corridor forms part of the original 106 Agreement and removal would be in violation of this agreement
- Any trimming back of the area should only be undertaken by the SPC Operative
- The tenant can apply to go on the waiting list for the other allotment garden.

Following discussion Members **AGREED** not to erect a fence or barrier given that the area is a wildlife corridor and should be freely accessible to wildlife. The wildlife corridor is also part of a section 106 agreement with the developers and as such any removal or obstruction would be in violation of the agreement.

Members **AGREED** that the Clerk should write to the tenant to advise.

24. TO NOTE THE CURRENT TENANCIES AND WAITING LISTS FOR BOTH SITES.

These were **NOTED**.

25. SITE INSPECTIONS- TO NOTE THE REPORT FROM INSPECTIONS UNDERTAKEN ON 15TH AUGUST AND TO CONSIDER ANY ACTIONS.

Members **NOTED** the Inspection report undertaken on 15th August 2024.

The Chair reported that on the whole the plots were being cultivated and maintained as per the tenancy agreements but drew Members attention to one of the plots on the Southbourne Fields site. At the time of inspection, it was noted that the trees planted in pots on Plot 12 were still not being stored above ground as previously instructed.

Members **AGREED** for the Clerk to check if this had been rectified since the inspection, and if not to contact the Plot holder to request the plots are dug up and stored above ground.

26. TO NOTE THE DATE AND TIME OF NEXT MEETING

6th March 2025 @ St Johns Meeting Rooms

The meeting ended at 13:43pm

Signed

Dated