

## HENNOCK PARISH COUNCIL

### MINUTES OF THE ALLOTMENTS TENANTS MEETING HELD ON TUESDAY 15<sup>th</sup> JANUARY 2019 IN CHUDLEIGH KNIGHTON VILLAGE HALL FROM 7.30PM – 8.20PM

**PRESENT:** Cllrs P Baker & J Parker (Chaired the meeting)  
Trustees of Teign Village Allotment Association: A Hazelden, J Sharp & J Williamson  
Chudleigh Knighton allotment tenants x 15  
Hennock allotment tenants x 4  
Helen Reynolds, Clerk to the Parish Council

**1. WELCOME:** The Chairperson welcomed all in attendance.

**2. PURPOSE OF MEETING:** The Chairperson explained that the purpose of the meeting was to consider the formation of an allotment association or associations for Chudleigh Knighton and Hennock allotments.

**3. TEIGN VILLAGE ALLOTMENT ASSOCIATION:** Jan Williamson, Chairperson of Teign Village Allotment Association, explained how being an Allotment Association works for them. The salient points were as follows:

- Formed 6 years ago.
- 100% of plot holders voted in favour of forming an Allotment Association.
- It gives them more involvement, they are able to manage themselves and keep costs down.
- It provides a tremendous amount of freedom - they have established a water supply from the stream – the quantity of water which can be drawn is regulated.
- Help with setting up was received from Newton Abbot Allotment Association.
- Legal identity: they felt they were too small to be a registered charity or CIC [Community Interest Company] and decided to become an unregistered association which was the cheapest and simplest option.
- They have a Chair, Secretary and Treasurer.
- Accounts are audited annually.
- There are 3 trustees who take personal responsibility – Trustee membership Insurance protects trustees.
- Have Public Liability Insurance (for £5m - premium: £176).
- Entered in to a Tenancy Agreement with Hennock Parish Council and each tenant has a Tenancy Agreement with the Allotment Association.
- Have a constitution which they are happy to share.
- Rent is £20 per plot – plots are large (40m x 12m) – the Association can set its own rents.
- Established a community plot from 2 vacant allotment plots with grant funding from Tesco. This includes a summer house, greenhouse, shed and raised beds.
- Restrictions: the community plot must be able to go back to 2 allotment plots. There is a restriction on the number of trees that can be planted on all allotment plots.
- There are some problems, e.g. if somebody isn't managing their plot a Committee member needs to have a conversation and this may be difficult if it's your neighbour or friend but the Tenancy Agreement helps.
- There were some frustrations with how the allotments were being run by the Parish Council.
- There are some difficulties but overall "it is the best thing we did".
- There are currently 2 vacant plots.
- Need a good committee and the support of allotment holders – some allotment holders are not on the committee but do work on the allotments, e.g. hedge cutting.
- Have fundraising events and once a year have a social/BBQ for people in the village.
- Teign Village Allotment Association is a member of the Federation of City Farms and Community Gardens.

**4. QUESTIONS/COMMENTS:** The following is a summary of some of the questions [Q] and points [P] raised and the responses of the Chairperson [R] where appropriate:

- P: Putting water in to Chudleigh Knighton allotments is a waste of time as people can collect it over the winter months; R: Things don't have to change; this would be the decision of the Allotment Association.

## HENNOCK PARISH COUNCIL

- Q: Where has the money gone/on what have the allotment rents been spent? R: Receipts for the 7 months to November 2018 were £880; expenditure was £1154.50 which included new gates, plot signs/posts, strimming, and removal of broken glass & rubbish.
- R: Allotment tenants can come to Allotment Committee meetings to raise any issues.
- R: The Parish Council is under stress with less than a full Council and there is a need to manage the workload.
- Q: How much rent would the Parish Council charge an Allotment Association? R: £100 per acre (£150 for Chudleigh Knighton & £135 for Hennock).
- R: An Allotment Association can apply for grants which may not be available to the Parish Council.
- Q: How many people are on the waiting list? R: 2 for Chudleigh Knighton and none for Hennock.
- Q: Will the Parish Council hand over a pot of money earmarked for allotments? R: No – the Parish Council will still have some costs to incur and there will be a negotiation regarding which hedges, for example, the Allotment Association will be responsible for and which hedges the Parish Council will be responsible for, and this will form part of the Tenancy Agreement between the Allotment Association and the Parish Council.
- Q: If an Allotment Association takes over when will it happen? R: The process will take some time so the Parish Council will collect the rents due in March 2019 and it will come to some arrangement with the Association in due course.

### 5. AGREE WAY FORWARD:

#### Chudleigh Knighton

- The Chairperson asked for a show of hands asking who was in agreement to take forward the possibility of forming an Allotment Association for Chudleigh Knighton allotments. The results were as follows:  
12 in favour  
2 against  
1 “don’t know”
- The Chairperson agreed that the Parish Council would:
  - Set up a further meeting to discuss the formation of an Allotment Association for Chudleigh Knighton Allotments which would include an invitation for all Chudleigh Knighton allotment holders to vote.
    - A majority of tenants voting at the meeting must agree with the allotments being run by a committee of allotment tenants.
    - Only the votes of those tenants attending the meeting will count.
  - Send a letter to all allotment holders setting out the position including detailed costs and providing details of the meeting (and stressing that tenants only get a vote if they attend the meeting).
- Jan Williamson agreed to attend the meeting and bring copies of Teign Village Allotment Association’s Tenancy Agreement with its tenants and constitution.

#### Hennock

- Jan Williamson invited Hennock to become part of Teign Village Allotment Association and it was agreed that discussions would be taken forward to explore this option.

The Chairperson thanked everyone for attending and the meeting ended at 8.20pm

..... **Chairperson**

**Dated**.....