

HENNOCK PARISH COUNCIL

MINUTES OF THE ALLOTMENTS COMMITTEE MEETING HELD ON TUESDAY 15TH JANUARY 2019 IN CHUDLEIGH KNIGHTON VILLAGE HALL (MAIN HALL) STARTING AT 8.30PM.

PRESENT: Cllrs P Baker, J Parker (Chairperson) & C Webb
1 x member of the public
Helen Reynolds, Clerk to the Parish Council

PART I (Open to the Public)

1. FILMING AND RECORDING OF MEETINGS: The Chairman reminded all in attendance at the meeting that they may be filmed, recorded, photographed or otherwise reported about. Hennock Parish Council's protocol on the filming and recording of meetings was on display and those undertaking these activities were deemed to have accepted them whether they had read them or not.

2. TO ACCEPT APOLOGIES FOR ABSENCE: None.

3. DECLARATION OF INTEREST FOR ITEMS INCLUDED ON THE AGENDA & A REMINDER TO COUNCILLORS TO UPDATE THEIR REGISTER OF INTERESTS WHERE APPROPRIATE: None.

4. REQUESTS FOR DISPENSATIONS: None.

5. PUBLIC PARTICIPATION: None.

6. APPROVAL AND SIGNING OF THE MINUTES: The minutes of the Allotments Committee meeting held on 16th October 2018 were approved and duly signed.

7. MATTERS ARISING FROM THE MINUTES: None.

8. AGREEMENT OF AGENDA BETWEEN PARTS I & II: There were no items which required discussion in Part II.

9. FORMATION OF ALLOTMENT ASSOCIATIONS: Please refer to the minutes of the meeting of allotment tenants also held on 15th January 2019 ahead of this Committee meeting [Appendix A].

Standing Orders were suspended whilst the Committee consulted with the member of public regarding the timing of sending out the letter to allotment holders detailing the next meeting of Chudleigh Knighton allotment tenants.

Standing Orders were reinstated and it was agreed that the letter to Chudleigh Knighton allotment tenants should be sent with the March invoices (to be posted mid-February).

After some discussion, the following was agreed:

- The meeting of Chudleigh Knighton allotment tenants will take place on Wednesday 20th March 2019 at 7.30pm in the main hall at Chudleigh Knighton Village Hall.
- The letter to the Chudleigh Knighton allotment tenants detailing the meeting on 20th March should be sent out with the allotment invoices and should set out/include:
 - An invitation to discuss the formation of an Allotment Association and an invitation to vote at the meeting.
 - Only the votes of Chudleigh Knighton allotment tenants attending the meeting will count – a scrutineer will be asked to oversee the count.
 - A majority of tenants voting at the meeting must agree with the allotments being run by a committee of allotment tenants i.e. the decision will be based on a majority vote of those voting in person at the meeting.
 - Details of income & costs of running the allotments.
 - Contact details of those wishing to take forward formation of an Allotment Association will need to be provided to the Parish Council at this meeting.
 - Advice of the date, time & venue of the next Allotments Committee meeting.

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10. HENNOCK ALLOTMENTS REVAMPING UPDATE: There is no new information. The Chairperson acknowledged that this was an amazing community project by a handful of people.

11. RENEWAL OF LEASE WITH TEIGN VILLAGE ALLOTMENT ASSOCIATION: A new Tenancy Agreement was signed just before the meeting by the three trustees of Teign Village Allotment Association, Jean Sharp, Jan Williamson & Anne Hazelden and by Helen Reynolds, Clerk, on behalf of the Parish Council. The lease is for six years with effect from 26th March 2019 and will be reviewed on the second anniversary of the signing with any change being effective from 6th May 2022. The rent has remained unchanged at £360 p.a.

12. MATTERS BROUGHT FORWARD BY PARISH COUNCILLORS: None.

13. AGREE DATE, VENUE AND TIME OF NEXT COMMITTEE MEETING: The next Committee meeting will take place on Tuesday 2nd April 2019 at 7.30pm in the main hall in Chudleigh Knighton Village Hall. Should Chudleigh Knighton tenants vote to form an Allotment Association, it is anticipated that those tenants taking this forward will attend this meeting to discuss the way forward.

As there was no further business the meeting ended at 9pm.

..... **Chairperson**

Dated.....