

KENDAL TOWN COUNCIL

Allotments Committee

**Monday 11th December 2017 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors John Veevers (Chair), Stephen Coleman (Vice Chair), Giles Archibald and Jon Robinson.
Site Reps: Elizabeth Kelly (Castle Drive)
- APOLOGIES** Councillors Hardy and Bracey
- OFFICERS** Janine Holt (Assistant to the Town Clerk), Pierre Labat (Townscape Manager) and Hazel Belshaw (Temporary Council Secretary)
- 739/17/18 PUBLIC PARTICIPATION**
Simon White, representative from Town View allotments will speak under Agenda item 7, Tree maintenance Noble's Rest/Town View allotments.
- 740/17/18 DECLARATIONS OF INTEREST**
The Chair, Councillor Veevers, declared an interest in any item relating to the Wattsfield site due to the fact that he holds an allotment tenancy on that site.

Councillor J Robinson declared an interest in any item relating to the Greenside site due to the fact that he holds an allotment tenancy on that site.

Councillor Coleman and Pierre Labat, declared an interest in any item relating to the Castle Hags site due to the fact that they hold allotment tenancies on that site.
- 741/17/18 MINUTES OF THE MEETING HELD ON 25TH SEPTEMBER**

The Chairman presented the minutes of the meeting held on 25th September, which had been approved by full Council on 6th November.
- RESOLVED** That the minutes of the meeting of the Committee held on 25th September be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
- 742/17/18 Noticeboards and Social Media** (ref minute 404/17/18)
The Kendal Allotments Facebook group is up and running although not an official KTC page Janine will send the [link](#) to the allotment holders that she has email addresses for. There is a site rep meeting taking place in January so Janine will also check if they are happy to be named on the group as being the rep for their site.
- 743/17/18 Greenside allotments** (ref minute 406/17/18)
Janine confirmed the skip will be placed at the Greenside allotment site in the new year.

- 744/17/18 Allotments Rent Review** (ref minute 407/17/18)
The 1p per square metre increase was accepted by full Council and will appear in the Allotments Newsletter that is being sent out this week.
- 745/17/18 2018/19 Budget Proposals Report** (ref minute 408/17/18)
Councillor Veevers advised that the Development fund bid for £10,000 had been approved by Council at the Budget Meeting in November. Final confirmation will be after the Council meeting on 8th January 2018.
- 746/17/18 INTRODUCTION OF TOWNSCAPE MANAGER**
Janine introduced the new Townscape Manager, Pierre Labat. Pierre is an allotment holder at Castle Hags and will be working for KTC for 37 hours per week, Monday to Friday.
- 747/17/18 ALLOTMENTS UPDATE**
Janine presented the Allotment Project update that had been previously circulated.
- She highlighted the following points:
- The allotment invoices and the newsletter are being sent out this week
 - Pierre and Janine have undertaken site visits and plan to create a spreadsheet of all the projects that need doing
 - Maintenance work will start in January and the aim is to get as much done by the end of April, before planting starts
- Councillor Coleman asked if there is potential within the budget to bring in extra help to get projects completed if there is not enough time and Councillor Archibald asked if approval was needed by the Committee to authorise the spend for contractors. Councillor Veevers suggested that liaison with the Chair and Vice-Chair would be required. Therefore it was proposed by Councillor Coleman to enable Janine and Pierre to authorise the use of contractors within the budget to ensure the work is done. This was seconded by Councillor Archibald and carried unanimously.
- Councillor Veevers reported that Aynam Road allotments fence from the canal side has been ruined and suggested that it be replaced with something more substantial. Janine confirmed that the job is on the list.
- Councillor J Robinson asked if the allotments software had now been purchased. Janine confirmed that it had been.
- RESOLVED** That the Committee approve spend within budget for contractors to be arranged to complete allotment projects, where necessary and in liaison with the Chair and Vice-Chair.

748/17/18**TREE MAINTENANCE, NOBLE'S REST/TOWN VIEW ALLOTMENTS**

Janine advised Members that she has a quote for having 3 trees within Noble's Rest reduced which overhang onto the Town View allotments. She stressed that the trees do cast a big shadow over the site and 1 allotment at the bottom cannot be let as it is completely shaded.

Simon White, who is an allotment holder at Town View advised that he had spoken with Graham Nicholson of SLDC regarding the work being carried out Noble's Rest park. He explained that the trees on the northern boundary wall had not been considered but after a visit with Graham to the park it had been decided to remove another tree, close to the site and reduce the 3 trees along the boundary wall. Graham confirmed he would add the extra tree to be removed to his budget if KTC would approve the reduction of the 3 trees along the wall line. The cost for the work is £315.

There was some discussion by Members on how much foliage would be removed from the trees for the price of £315. Janine confirmed she would clarify this information with Graham.

It was proposed by Councillor Coleman to authorise up to £600 from the budget to be used for the work to be carried out. This was seconded by Councillor J Robinson and carried with one abstention.

RESOLVED

That the Committee approve up to £600 from the budget to be used for the tree work at Noble's Rest/Town View allotments.

749/17/18**KENDAL IN BLOOM ALLOTMENT COMPETITION**

Janine advised the Committee that she had received a complaint from an allotment holder after she disputed her scoring at the allotment competition. She further advised that a working group for Kendal in Bloom had been set up and were due to meet in January and she would advise them of the situation but was seeking the opinion of this Committee so she could feed this in to the working group.

There was a discussion by Members on the allotment competition process. Janine confirmed that allotment holders were able to view the criteria before the competition and could then see their scoresheet afterwards. The first round of judging is done by site reps against the scoresheet and the top scorers are then judged again by a representative from the Allotments Committee and the Kendal in Bloom Committee. It was felt that the process was very organised and fair and it was surprising that someone had felt the need to complain.

Councillor J Robinson advised that one thing that makes judging difficult is there is such a range of plots with some people focussing on amount of crops and other people will focus on the sustainable garden aspect therefore although the plots are of a high standard they can score lower in certain areas.

Councillor Coleman felt that as long as the criteria is clear then the judge's scores are final.

Councillor Archibald felt that is people cannot be courteous then Janine should not have to deal with them. Councillor J Robinson felt that they should be disqualified.

Janine advised that she will pass these comments to the Kendal in Bloom working group.

ITEMS FOR THE NEWSLETTER

750/17/18

- Allotment vacancies
- Facebook page

Future newsletter ideas:

- Mini article on someone who has taken on an allotment
- My view from the Townscape Manager

751/17/18

REVIEW OF SPEND AGAINST BUDGET 2017/18

Janine presented the review of spend against budget. She highlighted the following points:

- Pest control at Castle Haggs, Wattsfield and Crow Tree
- Waste removal will be spent at Greenside

Councillor J Robinson asked if there is more of an issue on sites that have sheds and buildings. Janine confirmed it is a problem. Also Castle Haggs has the problems from the old canal.

Councillor Coleman asked if the vehicle running costs and water charges could be included in the committed costs so the budget remaining is a true figure.

ANY OTHER BUSINESS

752/17/18

Councillor Veevers informed the Committee a water bill for Greenside allotments had been received for £750 for the quarter. The site is not huge and there is no livestock present. The site has been checked for leaks and none were found. Janine advised that she needs to speak to Water Plus to check if the stop tap needs replacing. Councillor Veevers suggests that this is an ideal site to introduce push button taps so they cannot be left on.

Janine confirmed that there is still some investigation ongoing with the current bill and that the Treasurer is dealing. The problem with the reading from May was it was an estimate. It was suggest that each time the site is visited then a meter reading is taken, when the water is turned back on.

It was proposed by Councillor Veevers that the taps be replaced with push button taps. This was seconded by Councillor Archibald and carried unanimously.

RESOLVED

That the Townscape Manager replaces the taps at the Greenside site with push button taps.

753/17/18

Janine advised Members that she was introducing a drop in afternoon for allotment holders on the second Tuesday of every month. It will start from January although she is planning to run one next Tuesday as people will have received their invoices by then and may want to come along and pay. In the future she hopes to encourage people to come along for advice, seed swapping, sharing ideas etc.

There was then a discussion by Members on the admin time it takes to process all the payments. It was felt that paying online is the easiest way. Councillor Coleman asked if for 2019 it could be introduced that it would be slightly cheaper to pay online although it was felt that it would not be fair for those people who do not use online banking. Janine advised that the Treasurer was looking at the possibility of introducing PayPal.

754/17/18

Janine confirmed she had received a letter from Lambert Smith and Hampton regarding the assets on behalf of SLDC regarding the lease renewal of SLDC owned sites. She asked the Committee to confirm that KTC are happy to continue.

Councillor Archibald declared an interest at this stage.

It was proposed by Councillor J Robinson to approve the lease renewal of the allotments mentioned. This was seconded by Councillor Veevers.

RESOLVED

That the Committee approve the renewal of the lease for the allotments mentioned.

755/17/18

DATE OF NEXT MEETING
12th March 2018

The meeting closed at 8.33pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
747/17/18	Allotments Update	RES	That the Committee approve spend within budget for contractors to be arranged to complete allotment projects, where necessary and in liaison with the Chair and Vice-Chair.
748/17/18	Tree maintenance, Noble's Rest/Town View Allotments	RES	That the Committee approve up to £600 from the budget to be used for the tree work at Noble's Rest/Town View allotments.
752/17/18	Greenside Allotments water bill	RES	That the Townscape Manager replaces the taps at the Greenside site with push button taps.
754/17/18	Renewal of SLDC owned allotment sites	RES	That the Committee approve the renewal of the lease for the allotments mentioned.