

Kendal Town Council

Town Hall, Highgate, Kendal LA9 4ED
www.kendaltowncouncil.gov.uk



Minutes of a meeting of the Allotments Committee held on Monday, 5 August 2024, in the Council Chamber at the Town Hall, Highgate, Kendal, at 7.00 p.m.

Kendal Town Council Members

Cllr G Archibald (Vice Chair)	Apologies	Cllr J Cornthwaite	Present
Cllr L Edwards	Present	Cllr A Finch (Chair)	Present
Cllr C Hardy	Apologies	Cllr L Hendry	Present

Co-optees

Jon Cox	Present	Chris Rowley	Apologies
Ros Taylor	Present		

Site Representatives present

Castle Haggs Ext	Jon Cox
Wattsfield	Ros Taylor

In attendance: Inge Booth (Democratic Services Assistant), Janine Holt (Council Services Officer) and Pierre Labat (Townscape Officer).

A1/2024 Apologies

Apologies for absence were received and accepted from Kendal Town Cllrs G Archibald and C Hardy, from Co-Optee and Site Representative Chris Rowley and from Site Representative D Allison.

A2/2024 Declarations of Interest

No declarations of interest were raised under this item.

A3/2024 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no confidential items included in the agenda.

A4/2024 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Allotments Committee held on 29 April 2024 and to authorise the Chair to sign them as a true record.

A5/2024 Minute Action Sheet

The Committee considered a report on actions taken by officers on resolutions or recommendations made at previous meetings.

Ref. No.18 – Review of Tenancy Agreements – In response to a query, the Council Services Officer explained that the draft document had been sent to Members. The new agreement would be set out within the Christmas Newsletter in order for sufficient warning to be provided to tenants, as required. It was raised that the document had been due to be brought back to the Committee for consideration prior to implementation, and the Council Services Officer, therefore, undertook to confirm the process with the Town Clerk.

Resolved: To confirm the process of consultation on the new tenancy agreement document.

Ref. No.38 – Allotments Workshops – Attention was drawn to the fact that the Council Services Officer had carried out work on this matter and that she had contacted the co-ordinator of the Appleby Road community plot. He had a dedicated learning plot and had the necessary skills and experience to provide workshops, although would likely require appropriate funding. He had, therefore, been asked to provide a written proposal for consideration by the Committee. It was suggested that the Committee may benefit from a visit to the site which, it was explained, was very impressive and worthwhile seeing.

Cllr Hendry took the opportunity to refer to a forthcoming scything course due to take place on 15 and 16 September 2024 on the canal towpath at Burton Road. Around 5 to 7 places were available and Cllr Hendry asked Members of the Committee to let her know if they were interested in taking part.

The Townscape Officer also referred to a recent composting course which he had attended and hoped that this could become a regular course, also potentially at Appleby Road.

Resolved: To note the report.

A6/2024 Review of Spend against 2024/25 Budget

The Council Services Officer presented a report reviewing spend against the budget as at 22 July 2024. She was pleased to report that the budget was currently healthy, with only a small amount of money having been spent to date. She referred to the improvements which were planned for Town View and explained that there was a delay due to problems in contracting a groundworker.

Resolved: To note the report.

A7/2024 Townscape Officer Update

The Townscape Officer provided a verbal update; a list of his current tasks was attached to the agenda. He informed the Committee that, since the last meeting, he had completed the installation of water troughs at Wattsfield. Whilst there had been a number of initial teething problems, he hoped that allotment holders were now satisfied. In addition, he reported that he had carried out some work on rabbit fencing, also at Wattsfield. The Townscape Officer further reported that he had, last week, reclaimed a plot at Shaws Brow following a request for assistance from the new tenants; he had cleared a few such plots this year. In addition, he had started work on posts at Canal Head and would shortly repair the gate now that grass cutting had slowed down.

Resolved: To note the verbal update.

A8/2024 Allotment Statistics Report

The Council Services Officer presented a report which showed that the waiting list currently stood at 68 individuals. The list had decreased by 13 individuals since the last meeting. Five plots were vacant, details of which were provided within the report. 21 plots had been let since the last meeting. The Committee was encouraged by the latest details.

Resolved: To note the report.

A9/2024 Site Representatives

Ros Taylor, Wattsfield representative, expressed appreciation for the availability this year of the Council Services Officer which, it was felt by allotment holders, made a considerable difference in the management of plots. The Council Services Officer, in response, explained that this was due to a temporary change in her responsibilities, with the Council having taken a step back from both Cumbria and Kendal in Bloom this year. This meant that she was able to focus fully on allotments and she, therefore, undertook to report this within her forthcoming appraisal. The Council Services Officer also took the opportunity to advise that the current pest control operator had been paid for a further quarter and that a new contractor had now to be sought. The Townscape Officer also raised the point that he also had suffered under too much pressure in the previous year and that, as a result, the lawns had not been appropriately cared for. The Council Services Officer added that new staff had been employed and that there was now additional support in the office.

Resolved: The Council Services Officer to raise within her forthcoming appraisal the positive comments in relation to her being able to fully concentrate on allotments.

Resolved: To note the verbal reports from Site Representatives.

The meeting closed at 7.17 p.m.