

**ALTON TOWN COUNCIL
ALLOTMENTS ADVISORY SUB COMMITTEE
MINUTES OF THE MEETING HELD 11 JANUARY 2017 AT 9:30AM**

Present:	Councillor Mrs Sharon Cullen	-	Chairman
	Councillor Mrs Pam Jones		
	Mrs Alexandra Bond	-	Grounds Administrator
	Mrs Samantha Brown	-	Allotments Officer
	Mr Ty Smith	-	Grounds Manager
	Mr John Pritchard	-	Alton Allotment Association
	Mrs Pat Harding		
	Mrs Marion Morgans		
	Mrs Yvonne Thorne		

1 **Apologies**

Apologies were received from Mr Steve Herbert.

2 **Minutes of meeting held on 31 August 2016**

The minutes of the meeting held on the 31 August 2016 were accepted.

3 **Matters Arising**

i) **Hedge at Whitedown**

Mrs Brown had circulated with the agenda email correspondence received from a neighbouring resident of the Whitedown site in respect of the boundary hedge. The resident was concerned about the maintenance of one of the hedges and also the informal footpath between Queens Road to the allotment site that runs along the boundary of their property.

Mr Smith advised the Sub Committee that the Town Council had maintained the hedge in the previous couple of years as the Allotment Association had not been able to recruit volunteers to maintain the sites. This has now changed, the Association has purchased a new hedge trimmer and has now taken the maintenance back. Mr Smith would however arrange for the first cut of the season to be undertaken by the Town Council's Grounds Team and it will be cut with a slope on the top.

The unmade footpath leading from Queens Road to the Whitedown allotment site had been "sprayed" with a substance that had killed an ornamental silver birch and apple tree in the resident's garden. Mr Smith confirmed that the Town Council had not sprayed this area and it does not come under the Town Council's remit. It remained unclear at the meeting who would have undertaken the spraying of the footpath.

It was agreed that there was a need for better communication between the Association and not only the resident who raised the concerns but residents who live near all of the sites. Mr Pritchard agreed he would liaise with the resident and Mrs Brown would provide him with their details.

ii) Parking at Spitalfields/Wooteys

Mrs Brown advised the meeting that Councillor Dean Phillips had been acting on the Town Council's behalf in conversations with East Hampshire District Council about obtaining the piece of land for parking. Mr Pritchard wished to extend the thanks of the Allotments Advisory Sub Committee for Councillor Phillips' work so far and looked forward to receiving an update at a future meeting.

4 Any Other Businessi) Hedge at Hermitage Close/Borovere

Mrs Harding asked if the hedge that borders the Borovere site and Hermitage Close is to be maintained by the Association, Town Council or the Housing Association. In a discussion it was agreed that this belonged to the Housing Association and Mrs Brown agreed she would make contact asking them to include the hedge during their routine maintenance of Hermitage Close.

Mrs Harding also raised concern over a Willow Tree overhanging the site from Bow Street and it was agreed that it can be cut back and if it continues a letter would be written to the property owner asking them to maintain the tree.

ii) Green Waste Removal

Mr Pritchard raised the question of why green waste was no longer being removed from the sites by the Town Council's Grounds Team, was it due to lack of manpower? Mr Smith suggested that most of the green waste could be composted on plots and Councillor Mrs Jones suggested a communal compost area on all sites for tenants to use.

Mr Smith also added that on some occasions it has not only been green waste found in the trailer but other items which leads to the Grounds Team having to sort the waste before they can put it in the green waste refuse container. It was agreed that the trailer would be put on the sites again in the Autumn and the situation would be reviewed.

Councillor Mrs Cullen asked that ploholders should not abuse this service provided by the Town Council and if they wish to have this service continue only put green waste in the trailer.

iii) Mr Prichard asked if the allotment sites could be added to the Register of Assets of Community Value to protect them from any future development.

He also asked if the Town Council could comment on a recent submitted planning application for 17 Kings Road as it borders the Whitedown allotment site, suggesting the ground is very porous.

Mr Pritchard informed the meeting of the Allotments Association Annual General Meeting was scheduled for the 3 April in the Finimore Pavilion and the Town Mayor of Alton, Councillor Matthew Bayliss, had been invited and Mrs Brown confirmed the attendance of the Town Mayor.

- iv) Mr Smith advised the meeting that the first informal inspection of the season will commence on the first Tuesday of March. Mrs Bond will accompany Mr Smith and the subsequent inspections will be undertaken by Mrs Bond and he encouraged Site Representatives to be present where possible.

Mr Pritchard offered Mrs Bond the opportunity of visiting the sites with him, which she was grateful, but declined, as she had already visited the sites with Mr Smith.

5 **Date of next meeting**

The date of next meeting is Wednesday 19 April 2017 at 9:30am.

The meeting closed at 10:16am.

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