

**ALTON TOWN COUNCIL  
ALLOTMENTS SUBCOMMITTEE  
MINUTES OF THE MEETING HELD REMOTELY  
ON WEDNESDAY 20<sup>TH</sup> APRIL 2021 AT 10:00AM**

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Present: Councillor Sharon Cullen - Chairman  
Councillor Pam Jones  
Samantha Brown - Councillor Support/Admin Officer  
Pat Harding - Alton Allotment Association - Secretary  
Maggie Martin - Alton Allotment Association - Treasurer  
Yvonne Thorne - Site Representative - Wooteys  
Marcus van Hagen - Alton Allotment Association - Chairman

1 **Apologies**

Apologies were received from Steve Herbert, Marion Morgans, Mike Penn and Kate Quick.

2 **Minutes and matters arising from the meetings held on 21<sup>st</sup> October 2020**

Councillor Cullen asked if more information was available in respect of rainwater harvesting tanks for the sites. Mrs Martin advised that various options had been explored but the Association had not yet purchased anything. One of the possible options was agricultural galvanised troughs and also a type of plastic bin.

Councillor Jones asked if the tanks/bins would have taps fitted to aid removal of the water when needed. Upon sourcing suitable water tanks covers may also need. Mr van Hagen added that consideration would also be needed in respect of legionella and mosquitos/insects getting into the water and the potentially causing harm.

Mrs Brown advised that when she carries out the Allotment Inspections on 21<sup>st</sup> April she will look at potential locations for various types of rainwater harvesting vessels and also the potential for water butts on the communal sheds.

3 **Allotment Round-up**

Councillor Jones asked as part of the improvement budget what items could be sourced for the sites. Mr van Hagen suggested boot scrappers and more robust/substantial plot number markers. Mrs Brown said she would approach a local blacksmith and also seek guidance from other Town Councils on how they identify plots on their sites. The allotment budget was also discussed and it was agreed Mrs Brown would provide the Sub Committee with the allotment budget for the coming year.

[Post meeting note – Budgets for 2020/2021 and 2021/2022]

	2020/21	Actual spend	2021/2022
<i>Water Charges</i>	2,851.00	4,308.08	1,700.00
<i>Allotment Maintenance</i>	2,500.00	3,871.34	2,000.00
<i>Allotment Improvements</i>	1,000.00	0	2,000.00

Mrs Harding advised, as requested from the Town Council, in a recent edition of the Allotment Association's newsletter volunteers were sought to assist the Town Council's Grounds Team in undertaking the maintenance of the sites. Volunteers have come forward for Borovere and Wooteys and also the main paths on Spitalfields. Mrs Brown confirmed the Grounds Team would undertake the maintenance on the remainder of the sites. Mrs Martin will provide Mrs Brown with the rate the Association will charge for undertaking the maintenance.

Pest control on the sites was also discussed as rats have been seen on Wooteys and moles on Hawthorns. Mrs Brown agreed to source a new pest control contractor as the previous one had left the area and seek their advice.

Mrs Brown, along with Mr Martin Whapshott, Senior Groundsman, commenced the monthly allotment inspections in March with Site Representatives if they were available. If Site Representatives are not able to attend the inspections they are encouraged to inform Mrs Brown of any plots which are causing concern or any other matters she needs to be made aware of prior to the inspection.

Mrs Brown confirmed the rent renewals were emailed to a majority of plotters in mid-November and the remainder posted. This will continue going forward and as a reminder to plotters a notice will go on all site gates at the last inspection in October reminding plotters to provide the Council with any changes to their contact details such as postal address or email address.

Councillor Cullen advised the Sub Committee that it was her last Allotments Sub Committee and she wished to thank everyone within the allotment community for making it a very interesting and enjoyable time and also their support over the years. The Town Council will make the announcement of who will be replacing Councillor Cullen at the Annual Parish Meeting on 26<sup>th</sup> May. In return Mrs Harding thanked Councillor Cullen on behalf of the Allotment Association for her support to the Association and its members.

#### 4 **Date of next meeting**

The next meeting is scheduled on Wednesday 2<sup>nd</sup> June 2021 at 9:30am.

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The meeting closed at 10:47am.