

241 Grounds Team Report

The Grounds Team Report was tabled as per the report which accompanied the published Agenda papers.

NOTED

242 Allotments Report

The Allotments Report was tabled as per the report which accompanied the published Agenda papers. Members were requested to consider the revised Terms of Reference for the Allotment Sub-Committee

**ALTON TOWN COUNCIL ALLOTMENTS SUB COMMITTEE
TERMS OF REFERENCE**

Membership

- The Sub Committee shall consist of two Town Councillors, up to three representatives of the Alton Allotment Association, site representatives and two officers from the Council.

Powers of the Allotments Committee

- The allotment sub-committee has delegated powers conferred by the Town Council Open Spaces Committee to manage the day to day operation of the town council owned allotment sites in Alton. As such the sub-committees functions are as follows:

- To authorise allotment maintenance and improvement expenditure up to the agreed budgeted cost codes set by the Town Council each year.
- To undertake endeavours to promote the awareness of allotments in Alton.
- To assist in promoting best practice amongst all allotment sites.
- To make a recommendation to the Open Spaces Committee as to proposed increases in rental charges for plots.
- To help ensure that there are good channels of communication between tenants, the Alton Allotment Association and the Town Council and good channels of tenant/site representative communication.
- To identify any additional strategic budgetary requirements that may need to be considered by the Town Council as part of it budget setting process.
- To work in conjunction with the Alton Allotment Association, to ensure mutual understanding and joint working where appropriate.

Conduct of Meetings.

- All meetings of the Allotments Sub Committee shall be convened at an interval of at least every three months.
- Meeting shall be advertised by the Town Council and open to attendance by members of the public.
- Minutes of all meetings of the Allotments Sub Committee shall be kept and be tabled at the next Open Spaces Committee Meeting for information and to consider any actions arising.
- A quorum shall consist of three members, including at least one Town Councillor.

On the proposal of Councillor Pam Jones, seconded by Councillor Graham Hill it wa

RESOLVED to
Approve the revised Terms of Reference for the Allotment Sub Committee

243 Will Hall Farm – Lower Fields

The Town Clerk had drawn up suggested Draft Heads of Terms for the transfer of the land at Will Hall Farm – Lower Field which had been circulated to all councillors.

**DRAFT HEAD OF TERMS
WILL HALL FARM LOWER FIELD**

(In the event that funding can be obtained it is suggested that the Council request that Redrow Homes install a boardwalk path in the south east corner of the site.)

1. Not to use the Property or any part of it for any purpose other than as Public Open Space
2. Not to do or cause permit or suffer to be done on the Property anything which may be or become a nuisance or annoyance or may cause damage to the Transferor or the owners or occupiers of adjoining premises.
3. Not to do or suffer to be done any act or thing on or about the Property which shall be in breach of any planning permission for the development
4. To maintain to the satisfaction of the Transferor and of the local planning authority any trees shrubs and landscaping planted or carried out on the Property in accordance with the requirements of the local planning authority and to keep the Property in a neat and tidy condition.
5. Immediately on request of the Transferor or any relevant statutory undertaker local authority or service supply company to enter into any deed or document to grant such statutory undertaker local authority or supply company any easements or rights as they shall reasonably require in connection with the provision and maintenance of the Service Installations serving the Development or otherwise
6. Not to erect any building or structure on the Property except for any equipment subsequent to the use of the Property as Public Open Space

7. Not to transfer the Property without the consent of the Transferor
8. Not to erect or cause to be erected or permit to remain on the Property any advertisement hoarding board placard or notice of any kind except for that associated with the use of the Property as Public Open Space
9. To insure against public liability with an insurance company of its choice
10. Redrow Homes to pay the legal costs for both parties pertaining to the transfer of the land.
11. Redrow Homes to remain liable for any defect in the trees, shrubs or landscaping planted or carried out on the Property for 12 months after completion of the transfer.
12. Completion will not take place until the overhead cables have been satisfactorily buried underground on site.
13. The transfer of the land to the Town Council will be conditional upon the satisfactory completion of the agreed landscaping plan in accordance with the most recently approved scheme under application 55222

On the proposal of Councillor Pam Jones, seconded by Councillor Sharon Cullen it was

RESOLVED to
Approve the draft Heads of Terms to be submitted
to Redrow Homes.

244 Update Reports:

The Committee noted the update reports as per the published Agenda papers.

245 To receive Meeting Notes

1. The meeting notes of the Footpath Wardens held on 13th December 2018 were received and noted.
2. The meeting notes of the Walk Alton Management Committee held on 17th January and 7th February 2019 were received and noted.
3. The meeting notes of the Allotments Advisory Sub Committee held on 16th October 2018 and 5th February 2019 were received and noted.

There being no other items raised, the meeting closed at 7.51 p.m.