

# Coltishall Allotment Association Committee Meeting

Friday 26<sup>th</sup> August 2022 at 6.30pm

Held at Coltishall Allotments HQ

**Present:** Committee Members: Robert Oakes – Chairman, Lynda Alexander, Darren Dowthwaite, Vicky Tovell and Sue Webb – Committee Members  
Parish Councillors: Richard Germany – Chairman and Michael Spinks  
Parish Clerk: Becky Furr

## 1. Apologies for Absence

Barry Boddington

## 2. Changes to Tenancy Agreement

It was agreed to add an additional clause to the tenancy agreements which will ask all plot holders to let either the Allotment Committee, or the Parish Council, know if there is an on-going situation or circumstance which prevents them from being able to cultivate and maintain their plot for a period of time. This will enable the Committee to understand what is happening when a plot appears to have been neglected.

In line with Allotment legislation the period of time before sending a notice to quit letter will be 40 days (instead of 30) where a plot holder has not paid their rent.

Vicky agreed she will email tenants to update them of the changes. Becky is consulting with the National Allotment Society to see when these can come into effect.

## 3. Plot 18

It was agreed to divide this plot in four; Plots 18a, b, c and d. This is because Plot 18 is a very large plot in comparison to some others and will enable the committee to reduce the waiting list and give beginners an opportunity to cultivate on a smaller scale.

It was agreed the parish council will consider supplying a digger from the allotment's funds at their next parish council meeting to help carry out this work.

## 4. Plot 60

Since receiving a notice to quit letter due to outstanding rent this has been paid, however they still wish to end their tenancy and have confirmed to vacate middle of September (since extended to end of October due to personal circumstances).

## 5. Plot39/40

A letter for non-cultivation was sent to the plot holder. They have since reported personal circumstance affecting their ability to maintain their plot. It was agreed no further action will be taken at this time. The plot will be inspected again in January. The tenant has agreed they will remove the trees from their plot.

## 6. Plot 73

A letter for non-cultivation was sent to the plot holder. An offer to half their plot was suggested by the committee which the plot holder does not wish to do. The plot will be inspected again in January and no further action will be taken at this time.

## **7. Bottles and Jars Competition**

This will be held on Saturday 8<sup>th</sup> October. Reverend Chris Engelson will be judging the event. It was agreed that each plot holder will only enter one item for each category i.e. jam, chutney, wine etc.

It was agreed the parish council will consider purchasing a tea urn and gas bottle at their next parish council meeting using allotment reserves for allotment committee events.

## **8. Work Parties**

It was agreed to invite plot holders to a work party in the Autumn to carry out the digging of Plot 18 and fit new gates at Chapel Lane.

Michael – Parish Councillor and Tree Warden will also carry out an inspection with committee members of the trees on site to identify which ones need cutting down or pollarding. This will be presented to the parish council to consider and Becky will send letters to the relevant plot holders this affects.

## **9. Waiting List**

There are currently 4 Coltishall residents on the waiting list. Two will be offered Plots 24 and 60. There are another 11 non Coltishall residents on the waiting list.

## **10. Tenants Folders**

Robert has made files for each plot holder to store correspondence.

## **11. Dogs**

Dog owners continue to allow their dogs to foul on plots. The parish council has ordered another 3 more signs to discourage this behaviour. Becky agreed to raise this issue in CPC's newsletter published in the Marlpit.

## **12. Thefts**

There have been two reports of theft, a courgette and some tools. The tools have since been retrieved and were stored by a committee member for safe keeping as it was believed the plot had been abandoned. These will be returned to the plot holder who has given notice to end their tenancy.

## **13. Any other business**

Wroxham Methodist Church have a 10x4 shed for sale at the cost of £100.

The committee agreed to provide a Christmas tree for the parish council to display in the grounds of St John's The Baptist Church.