

MEETING of COLTISHALL ALLOTMENT COMMITTEE

March 28th 2022 at The Community Shed/HQ from 6.30pm

PRESENT: Robert Oakes, Barry Boddington, Darren Dowthwaite, Lynda Alexander, Suzy Webb, Vicky Tovell

1. **APOLOGIES:** no apologies

2. **WAY FORWARD WITH THE PARISH COUNCIL:** Ongoing communication issues between the Clerk of the Parish Council (PC) and the Allotment Committee (AC) are causing difficulties with the management and administration of matters relating to the plots. As follows;
 - The AC has had to postpone the renewal of Tenancy Agreements due April 1st to the end of May. There has been no response from the Clerk regarding requests that these be sent to all plot holders.
 - The AC has subsequently also had to postpone the annual collection of fees, due April 1st for the same reasons.
 - The PC's dispatch of 'warning letters' requiring action to named plot holders (after the first of two required Plot Inspections held on January 29th 2022) are now presumed waived as it is too long after the Inspection date to send them. No response was received.

The AC assumes all of the above to still be true at the time of meeting, as no responses have been received from the Clerk.

The AC planned to try and address some of the above by:

- Lynda will this year send the renewal letters requesting fees. However, in order to do this Lynda needs:
 - up-to-date contact details for all plot holders – at a minimum, the name, plot number and email address, or failing that, postal address.
 - instructions as to how to pay in any cheques received
 - confirmation of BACs details
 - confirmation the Pre-school and Primary School plots remain free of charge

It was also noted it would be useful for the AC to know how much money is in the AC account.

The Clerk has been asked for all of the above information but no response has been received although a date of 23rd March was agreed between the Chair of the PC and Robert and the Clerk. Lynda plans to attend the PC meeting on Tuesday 5th to ask the Clerk directly.

The AC discussed the way forward with regards administration of Allotment matters. Robert thinks the AC should re-take charge of the subs collection and also the waiting list and plot allocation. After discussion the committee was generally happy with this although it was agreed the PC should remain in charge of the Tenancy Agreement, warning letters, serious disputes, evictions and any other legal matters.

3. **GARDENING CLUB:** Thanks to Simon for providing the Seed Exchange which is now up and running. Suzy thinks a Topic for Discussion each month is worth trying and at the next meeting April 26th the topic will be 'Growing Melons'.
Committee agreed that the numbers of people attending Gardening Club will probably go up now the evenings are lighter and hopefully warmer.

4. **COMPETITIONS:** It was agreed to hold another 'Bottles and Jars' Competition this year but to bring the date forward to hopefully coincide with Harvest Festival (which is 3rd October) so either Saturday 1st October or Saturday 8th October. Vicky will publicise this along with photos of the Boards of Fame (thanks to Jack plot 48), now with last year's winners name plaques attached.
We will also hold a growing competition with a prize for the tallest sunflower. Vicky to publicise soon.

5. **AOB:** Robert provided a plan of the site with all the plots numbered for each committee member. Darren will laminate them all and also one to display in the Community Shed.

It was agreed as a minimum all committee members should know the names of all plot holders, alongside the plot number.

Barry or Robert will speak with Darren Pye regarding recent developments as we do not appear to have an address for him. Vicky sent a letter to Arnie's address.

Robert has set up a What's App group for committee members and this might be the quickest way to get a group response. We will also continue to keep each other informed of allotment matters via email.

The AC AGM needs to be set. The date of Thursday 19th May was agreed. The Clerk will be asked to book the Church Rooms for this date from 6.30pm.

Meeting closed at 7.40pm