

MINUTES of the MEETING of the ALLOTMENTS & CEMETERIES SUB-COMMITTEE held at THE COUNCIL CHAMBERS, THE GROVE, SWANSCOMBE on TUESDAY 13 MARCH 2018 at 10.00AM

**PRESENT:** Councillor B E Read (Chairman)  
Councillor Mrs S P Butterfill (Vice-Chairman)  
Councillor Mrs A E D Barham  
Councillor P M Harman  
Councillor J A Hayes  
Councillor R J Lees

**ALSO PRESENT:** Martin Harding – Assistant Town Clerk/ RFO  
Christine Abrehart - Allotment Association

**ABSENT:** There were none.

536/17-18. **ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

537/16-17. **APOLOGIES FOR ABSENCE.**

There were none.

538/16-17. **SUBSTITUTES.**

There were none.

539/16-17. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

Councillor J A Hayes declared a prejudicial interest in item 6 – Proposed changes to plot holder's agreements, as he resides with the Chairman of the Allotment & Garden Association.

***The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.***

540/16-17. **ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

541/16-17. **TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 9 MARCH 2017.**

**Recommended:** That the Minutes of the Meeting held on 9 March 2017 be confirmed and signed as a true record.

*Having already declared a prejudicial interest Councillor J A Hayes left the chamber and took no part in the discussion or decision of the following item.*

**542/16-17. PROPOSED CHANGES TO ALLOTMENT PLOT HOLDERS CONTRACT.**

Members considered the proposed changes to the plot holder agreements, effective from April 2018, along with the guidance supplied by the National Allotment Society.

Members considered each amendment individually and following a lengthy discussion and vote agreed that:

- Changes to paragraphs 3.1 and 8.1.6 be refused and remain as per the current agreement.
- Change to paragraphs 3.2, 4.1, 8.1.8 and 11.2 be agreed as proposed.
- Changes to paragraphs 6.8 and 8.1.1 require further information before future consideration for inclusion within the document.
- Changes to paragraphs 8.1.7, 11.1, 11.5 and Schedule 5.4 be agreed subject to minor wording amendments.

**Recommended:** That the proposed plot holders agreement be accepted subject to the agreed amendments.

**543/16-17. ANNUAL ALLOTMENT SITE INSPECTION.**

Members considered the information from the site visit undertaken on 4 January 2018 by the ATC/RFO, Councillor R J Lees and the Chairman of the Allotment Association. (Ms L M Hall).

Members noted the great work being undertaken by both the Association and plot holders to ensure the allotments sites are maintained and well worked.

**Recommended:** That the contents of the report be noted.

**544/16-17. BEST KEPT ALLOTMENT 2018.**

Further to minute 419/17-18 Members were provided with the information for the upcoming Best Kept Allotment Competition 2018.

**Recommended:** That the item be noted.

There being no further business to transact, the Meeting closed at 11.00 am.

Signed \_\_\_\_\_  
Chairman Date