

MINUTES of the MEETING of the ALLOTMENTS & CEMETERIES SUB-COMMITTEE held at THE COUNCIL CHAMBERS, THE GROVE, SWANSCOMBE on TUESDAY 4 OCTOBER 2022 at 11.00AM

**PRESENT:** Councillor Maurice Weet (Chairman)  
Councillor Dr Jo Harman (substituting for Councillor Lesley Howes)  
Councillor Peter Harman

**ALSO PRESENT:** Martin Harding – Assistant Town Clerk/ RFO

**ABSENT:** There were none.

172/22-23. **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.

173/22-23. **APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Emma Ben Moussa, due to medical reasons.

An apology for absence was received from Councillor Linda Hall, due to other commitments.

An apology for absence was received from Councillor John Hayes, due to other commitments

An apology for absence was received from Councillor Lesley Howes, due to other commitments

**Recommended:** That the reasons for absence, for the Councillors listed, be formally accepted, and approved.

174/22-23. **SUBSTITUTES.**

Councillor Dr Jo Harman substituted for Councillor Lesley Howes.

175/22-23. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

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

176/22-23. **ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

177/22-23. **TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 13 MARCH 2018.**

**Recommended:** That the Minutes of the Meeting held on 13 March 2018 be confirmed and signed as a true record.

178/22-23. **FELLING OF TREES NOT ON ALLOTMENT PLOTS.**

The Town Council had received a report that trees had been felled on New Burial Ground Allotments on 25 May 2022. No request had been received by the Town Council in relation to these tree works. Correspondence was sent to the Association requesting an explanation, the site was attended, and photos taken.

Members discussed the actions taken and it was unanimously agreed:

**Recommended:** That correspondence be sent to the Allotment Association stating:

1. That the Town Council were disappointed that the tree works had been undertaken without a request having been submitted, and subsequently agreed, by the Town Council in advance.
2. That any future requests be mindful of avoiding the nesting season for birds (March to September).
3. That any future request should be accompanied by a report, including pictures, indicating the need for the works along with the health of the trees involved.
4. That the Association should consider offering to plant a tree in lieu of all future requests to fell trees.

179/22-23. **ANNUAL ALLOTMENT SITE INSPECTION.**

Members considered the report from the visit to each allotment site by the ATC/RFO, Councillor Ben Moussa (Vice-Chairman of this Committee) and Linda Hall (Chairman of the Allotment Association) undertaken on 16 August 2022.

**Recommended:** That the contents of the report be noted and that a letter be sent to the Allotment Association thanking them for their continued work within the community in effectively managing the x 4 sites.

There being no further business to transact, the Meeting closed at 11.20 am.

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