

RUSTINGTON PARISH COUNCIL

ALLOTMENTS COMMITTEE

MINUTES: of the Committee Meeting held on 11 February 2008

PRESENT: Councillors Mrs S Lines (Chairman), J Ceiriog-Hughes, T Field, Mrs F Harrison and M Warrington

P Ayling and F Spanton (Rustington Horticultural Association)

1/08 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Mrs Broomfield (Holiday). This apology was accepted by the Committee.

2/08 DECLARATIONS OF INTEREST BY MEMBERS

There were no Declarations of Interest recorded by Members.

3/08 MINUTES

The Minutes of the Meeting held on 3 December 2007 were signed by the Chairman as a correct record.

4/08 SITE INSPECTIONS

The Clerk advised the Committee that a Site Inspection of all three sites had taken place on 30 January 2008, at which Councillors Mrs Lines, Mrs Broomfield (Penfold Lane and Conbar Avenue only), Mrs Harrison and Mrs Ellis (Senior Administrative Officer) had been in attendance.

She reported that during the inspection, it had been noted by those present that the majority of plots have been maintained well during the winter period, despite the adverse weather conditions, with a few exceptions as follows.

Penfold Lane

Plots 15, 24A, 27/27A, 34 - Plots needed to be assessed at the next inspection as appeared to be unkempt and weedy

Conbar Avenue

Plots 6, 10, 20A, 35A - Plots needed to be assessed at the next inspection

Plot 31 - "Tidy up" letter to be sent regarding unkempt state of plot, i.e. bags of rubbish and wooden pallets strewn across plot

It was noted that some tenants were placing various debris, compost heaps, etc. against the eastern boundary fencing. Those present agreed that a general letter be sent to the tenants of Plots 20 - 36.

The Committee NOTED this information.

5/08 **VACANT PLOTS - CURRENT POSITION**

The Clerk reported that she had previously circulated a list of vacant plots as at 1 February 2008 as follows:-

Penfold Lane Site - Plots Numbers 19A & 31A

She said that both of these plots were now in the process of being let to prospective tenants who were on the waiting list.

The Committee NOTED this information.

6/08 **CONBAR AVENUE - REPLACEMENT FENCING - NORTH WEST BOUNDARY**

The Clerk referred to Minute 35/07 and reminded Members of the Estimate received from R J Meaker Fencing, for which provision had been made in the Committees 2008/2009 Estimates, as follows:-

Allotment Tenants to remove shed and two composts prior to commencement of works

To supply and fix a 34m run of 2m high round top and notched "D" section palisades, using 102/44 RSJ support posts sunk and concreted 725mm in ground, holed for two lines of horizontal rails, clad with 2m high less nominal ground clearance "D" section palisades bolted with cone nuts throughout. All iron work to be galvanised then powder coated in 6005 Moss Green to match existing

Total £2,783.59 excl. VAT

The Clerk suggested that in view of the recent problems experienced at Penfold Lane, on which she would be reporting later in the Meeting, the Committee might consider deferring a decision to proceed with this fencing, pending the fencing at the Penfold Lane Site being installed, when a clearer indication of the funding available in the 2008/2009 Budget would be available.

Following a brief conversation, the Committee agreed to defer taking any further action in this regard, pending the completion of the installation of the eastern boundary fencing at the Penfold Lane Site.

7/08 **PENFOLD LANE - INSTALLATION OF FENCING - EASTERN BOUNDARY**

The Clerk referred to Minute 36/07 and reminded Members of the Estimate received from R J Meaker Fencing, for which provision had been made in the Committees 2008/2009 Estimates, as follows:-

Allotment Tenants to move back sheds and composts etc. to give a 1.5m access and landowner to cut back trees on fence line and if possible cut back growth on their side prior to commencement of works

- (a) To take down the fencing, clear fence line, dig out the concrete bases of old fence posts in new post positions and cart away to approved tip

Total £ 922.50 excl. VAT

- (b) 157m run of 1.8m high heavy weld mesh using 60x60x6mm ends and two-ways complete with struts, straining and fittings and base plates. Intermediate posts to be 50x50x6mm spaced at maximum 3m centres. All posts sunk and concreted 725mm in ground, clad with 1.8m long 50x50x3mm heavy galvanised weld mesh complete with three line wires strained tight. Weld mesh fixed at 150mm intervals to top line wire, 450mm intervals to middle and bottom line wire and complete with necessary galvanised bar sets. All iron work to be galvanised finish, clad galvanised weld mesh

Total £4,116.33 excl. VAT

9/08 DATE OF NEXT MEETING

The Chairman reminded the Committee that the next Meeting was scheduled for 7 July 2008, but that Site Inspections would be held on a monthly basis with effect from March throughout the growing season.

Chairman: **Date:**