

## **RUSTINGTON PARISH COUNCIL**

### **ALLOTMENTS COMMITTEE**

**MINUTES:** of the Committee Meeting held on 2 July 2007

**PRESENT:** Councillors J Ceiriog-Hughes (in the Chair), Mrs C Broomfield, Mrs F Harrison, and M Warrington

F Spanton (Rustington Horticultural Association)

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#### **9/07 ELECTION OF CHAIRMAN**

The Committee unanimously RESOLVED that Councillor Mrs S Lines be elected Chairman for the ensuing year. The Clerk reported that Councillor Mrs Lines had previously advised her that she would be happy to assume the role of Chairman if the Committee so wished.

#### **10/07 CHAIRMAN OF THE MEETING**

In the absence of the Chairman of the Committee, Councillor Mrs Lines, Councillor Ceiriog-Hughes was elected Chairman of the Meeting.

#### **11/07 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Field (Business Commitment) and Mrs Lines (Holiday). These apologies were accepted by the Members of the Committee.

An apology was also received from P Gudge (Rustington Horticultural Association).

#### **12/07 DECLARATIONS OF INTEREST BY MEMBERS**

There were no Declarations of Interest recorded by Members.

#### **13/07 MINUTES**

The Minutes of the Meeting held on 5 February 2007 were signed by the Chairman as a correct record.

#### **14/07 VACANT PLOTS - CURRENT POSITION**

The Clerk reported that there were no vacant plots at the present time and that there was a waiting list for any available plots.

The Committee NOTED this information.

#### **15/07 2007 ALLOTMENTS COMPETITION**

The Committee AGREED that the following be prize winners in the 2007 Allotments Competition:-

Joint Overall Winners	-	Plot Number 8 Penfold Lane	-	Ms J Gibbs
(Una Maywood Cup)		Plot Number 14 Worthing Road		- The Oak Community Project

Site Winner - Penfold Lane - Plot Number 8 - Ms J Gibbs  
(Eddie Leonard Cup)

Site Winner - Conbar Avenue - Plot Number 7 - Mr & Mrs J Donovan  
(Fred Lee Cup)

Site Winner - Worthing Road - Plot Number 14 - The Oak Community Project  
(Eric Ilett Cup)

It was also AGREED that the Cliff Pryor Cup for outstanding effort and achievement during the year be awarded to Plot Number 8 Worthing Road - Gary Frostick (tenancy registered in the name of Mrs D Frostick).

It was further AGREED that Certificates of Commendation be awarded to the following:-

**Penfold Lane** Plot Number 4 - Mr R Frostick  
Plot Number 6 - Mr M Marshall  
Plot Number 7 - Mr E Southerton  
Plot Number 10 - Mr B Jane  
Plot Number 18 - Mr K Kressner  
Plot Number 22 - Mr & Mrs Minton  
Plot Number 30 - Mr & Mrs Hyatt  
Plot Number 35 - Mr M Chick  
Plot Number 41 - Mr J Cox

**Conbar Avenue** Plot Number 12 - Mr P  
**Bellamy**  
Plot Number 27 - Mr & Mrs  
**Donovan**  
Plot Number 28 - Mr E P Sims  
Plot Number 29 - Mr & Mrs Harding  
Plot Number 35 - Mr & Mrs Taylor

**Worthing Road** Plot Number 13 - Mr P Ayling

The Committee then proceeded with a further inspection and RECOMMENDED the following courses of action:-

**Penfold Lane**

Plot 15A - "Tidy Up" Letter

Plot 24A - "Tidy Up" Letter

**Eastern Boundary Fencing** - The Clerk reported the receipt of several representations from Allotment Tenants, expressing concern in respect of the number of instances of unauthorised access onto the Site as a result of missing sections of the boundary fencing.

Following a detailed discussion, the Committee RECOMMENDED that remedial works be carried out to block the unauthorised entrances along the boundary, and that an estimate be obtained to install new fencing along the whole of the eastern boundary. She reminded the Committee that it would need to consider making provision for such works when it considered its Estimates for 2008/2009 in December 2007.

### Worthing Road

Plot 10 - "Tidy Up" Letter

### Conbar Avenue

Plot 10 - "Tidy Up" Letter

Plot 17/17A - First Warning Letter

Plot 34 - First Warning Letter

The Committee NOTED this information.

### **16/07 CONBAR AVENUE - BOUNDARY FENCING IN VICINITY OF MAPLE WALK**

The Clerk referred to Minute 5/07 and reported that the installation of this fencing was now complete.

The Committee was pleased to NOTE this information.

### **17/07 CONBAR AVENUE - INSTALLATION OF FENCING - NORTHERN BOUNDARY**

The Clerk referred to Minute 38/06 and the Committee considered Estimates received from R J Meaker Fencing as follows:-

To supply and fix 21m run of fencing with 7.6m return of 2m high round top and notched 3mm "D" section palisade galvanised and powder coated in green 6005 using 102/44 RSJ support posts sunk and concreted 700mm in ground, holes for two lines of horizontal angle rails, clad with 2m high 3mm thick "D" section corrugated palisades, less nominal ground clearance, bolted throughout with saddle headed bolts and cone nuts. Face of fence to be away from Allotments as is normal.  
*(Allotment holders to move back the sheds to clear the side boundary prior to works commencing)*

**Total** **£2,326.48 excl. VAT**

To supply and fix 34m run of fencing with 7.6m return of 2m high round top and notched 3mm "D" section palisade galvanised and powder coated in green 6005 using 102/44 RSJ support posts sunk and concreted 700mm in ground, holes for two lines of horizontal angle rails, clad with 2m high 3mm thick "D" section corrugated palisades, less nominal ground clearance, bolted throughout with saddle headed bolts and cone nuts. Face of fence to be away from Allotments as is normal.  
*(Allotments holders to move sheds, move back compost and various objects to leave a clear fence line, 106.1m run of 2m high galvanised corrugated palisade, all as previously stated with "face" out)*

**Total** **£2,783.59 excl. VAT**

Following a further discussion, the Committee RECOMMENDED that the Estimate received from R J Meaker Fencing for the installation of fencing to northern boundary in the sum of £2,783.59 excluding VAT be accepted.

18/07

**CONBAR AVENUE - OVERHANGING PINE TREE BRANCHES - WESTERN BOUNDARY**

The Clerk referred to Minute 7/07 and reported that the Council's Solicitors had written to the proprietor of the Fairlight Nursing Home as requested. She said that a copy of the response to the Solicitors' letter had subsequently been received. In that response, the proprietor had stated that works had commenced in respect of the trimming of the lower branches of the offending trees, but that it would take some time to complete, as it would have to fit in with the Home's Handyman's Schedule of Works.

In the response, reference had also been made to what contribution the Council might be prepared to offer towards boundary fencing, if the trees were to be removed in their entirety. The Clerk said that she had responded by suggesting that both parties might be able to work in partnership to install such fencing, and also requesting a Meeting to be arranged to discuss the matter further, if the proprietor of the Home was interested in such a proposal.

She said that, to date, she had received no response to this letter.

Following a further detailed discussion, the Committee RECOMMENDED that, as there was still no evidence of any works being undertaken in respect of the overhanging trees, the Council's Solicitors be asked to write to the proprietor of the Home again, to advise that if the works were not carried out within a certain time, the Council would be making arrangements to undertake the works to the offending trees, where they were overhanging its land.

19/07

**CONBAR AVENUE - PLOT 12A - ERECTION OF POLYTUNNEL**

The Committee considered a letter received from Mrs N Willoughby, the tenant of Plot 12A, requesting permission to erect a small polytunnel (12 foot long x 6½ foot high).

Following a detailed discussion, the Committee RECOMMENDED that no permission be granted in respect of the aforementioned request.

20/07

**DATE OF NEXT MEETING**

The Clerk reminded the Committee that the next Meeting was scheduled for 8 October 2007 but that Site Inspections would continue to be held on a monthly basis throughout the growing season.

**Chairman:** .....

**Date:** .....