

Minutes of the Footpaths & Allotments Committee Meeting

Held on 1st March 2010 at 7.30 p.m. in the Bush Room

Present: - Cllrs John Cutland (Chairman), Peter Taylor, Terry Hunt, John Head
Mr. Bob Phillips (Clerk)

1. Apologies for Absence

Cllrs Brian Davis (holiday), Mike Perry

2. Evacuation Procedures

Evacuation procedures were noted

3. Public Participation

None

4. Declaration of interests

None

5. Minutes of the previous meeting

5.1. Minutes of the previous meeting held on 7th December 2009

Resolved: The Minutes of the meeting were agreed and signed by the chairman.

5.2. Matters arising

Bus Shelter 6 - o/s The Old Vicarage. The ivy has not been cleared as yet. Clerk to discuss with Cllr Mike Webb to see if he can take action soon.

5.3. Outstanding Actions

5.3.1. Footpath Walks Revision Project

This project is temporarily postponed until the allotments are operating. Outstanding actions will be progressed when the project restarts.

Organise a meeting with the Footpaths Group and Committee when all information about the walks is received and collated.

(6/4/09) Clerk to write to Footpaths Group.

Action to Clerk

(3/8/09) Clerk to collate walk information re. Revisions to text in Walk Books. Action to Clerk

(3/8/09) Clerk to discuss with SG the possibility of using their mapping facilities and also if any help was available to support the Council with Booklet production.

Action to Clerk

Bus Shelters

(5/10/09) Clerk to purchase "no smoking signs" and arrange fitting to all Bus Shelters.

Action to Clerk

Action ongoing. (1/3/10) The Clerk was asked to complete this action as soon as possible.

Allotments

(7/12/09) Clerk to amend and distribute a final version of the Allotments Roles & Responsibilities agreement paper.

Action to Clerk

The final version of this paper has been written, approved and distributed. Action closed.

(7/12/09) Cllr Brian Davis to discuss with Joan Hawkins the making of a formal arrangement for provision of vehicle access to the allotments site over her land.

Action to Cllr Brian Davis

The access route has been agreed and cut through by the owner. The route has been included in the lease currently being legally approved before agreement. Action closed.

(7/12/09) Clerk to prepare a draft plot-holder "lease" for distribution.

Action to Clerk

The draft Allotment Tenancy Agreement has been circulated for comment and is currently being evaluated by the Council solicitor to ensure it aligns with the land lease. Action closed.

6. Bus Shelters

6.1. Report

No actions to report.

7. Allotments

In the absence of Cllr Brian Davis, the Clerk gave an update on the activities that were being pursued to progress the allotments.

Allotment Land Lease. – A draft lease had been received from Joan Hawkins's solicitor and the Council's own solicitor is undertaking the legal checks necessary. A meeting had been held with the solicitor and various searches "authorised." A response would be sent to the landowner's solicitor and a response waited. The Council was informed that until the lease was completed they had no legal authority to grant tenancy agreements with plot holders.

Allotment site – All marked trees and shrubs had been removed and their stumps dug up at Council expense. A bridge had been built by the landowner across a small ditch and the access route defined and cut through. There had been some complaints from neighbouring landowners but had either been resolved or were being dealt with by Mrs Hawkins.

The Footpaths Officer had been asked for advice over the position of the kissing gate and whether we would be required to install an additional gate on the other side of the access path.

Plot Allocation – The site plan had been agreed making 34 plots available and the draw for plots had taken place at an Allotment Association meeting.

Because the Council had been advised that they had no right to grant tenancy agreements until the lease had been arranged, Mrs Hawkins was asked if she would grant informal permission to the plot holders to start cultivation. A permit was drawn up and working closely with Mrs Hawkins, the plot holders were invited to begin cultivation after first agreeing to a strict set of criteria. This permission will be rescinded when the Council is able to offer a tenancy agreement.

Cllr Terry Hunt asked that when the tenancy agreements were eventually offered, the annual payment would be backdated to the date of occupation of the plot. This was agreed by the committee.

Resolved: To backdate the charge for the allotment tenancy to the first date of occupation of the plot.

8. Footpaths

8.1. Footpaths Report

The Clerk reported that he had recently received a report from SG PROW team but due to its changed format, he was awaiting further guidance from them.

8.2. Footpaths Walks Revision Project

This project has been delayed until Allotment matters are completed.

9. Correspondence

None

10. Any other business

None

The meeting ended at 8.15 pm.