

**Minutes of a meeting of Lynemouth Allotments Committee held in Lynemouth
Miners' Welfare & Institute, Bridge Road, Lynemouth, Northumberland, on
Tuesday 27th September 2022 commencing at 7.00 p.m.**

MEMBERS PRESENT: Councillors G. Thompson (in the Chair); H. Allport; E. Dunn; P. Holder; D. Cotton; B Bastable; C. Johnson; **IN ATTENDANCE:** Mr. G Popay (Parish Clerk); Ms. K. Coulson; Mr. A. Fairfax; Mr. S. Common (Independent Contractor) and five members of the public.

PRESENTATIONS: Trophies were presented to:

Ian & Joyce Fender for the best kept horticultural allotment competition (Ann Dixon presented the trophy to Ian)

Tom Mullaney & Billy Trotter, first runners up – Cllr D Cotton presented the trophy to Billy Trotter second runners up [jointly]: Alyn Thackwray and Ken Cappleman. Were not in attendance. Cllr Cotton would present the trophies at the allotments.

PUBLIC PARTICIPATION:

Tennant Dawn Tavander asked when the fence between her plot and Cllr C Johnsons plot would be erected, she had been waiting a long time. Cllr C Johnson agreed to erect a wooden fence ASAP – **ACTION Cllr C Johnson.**

Cllr C Johnson asked why the gate at the bottom of the path to Tennant Dawn Tavanders plot was still locked. Cllr D Cotton explained that the path was not part of the plot and the tenant had no right to lock this gate and that the tenant had been asked several times to remove the lock. The tenant was adamant that the gate led nowhere other than to her plot and it was locked to protect her plot and personal property. This item was not resolved and a site visit was suggested – **ACTION Cllr L Dunn.**

Complaint regarding a vehicle reversing close to horses. Cllr G Thompson stated that this had been previously looked into but would be revisited and a report made at the next committee meeting. **ACTION: Cllr G Thompson**

MINUTE

AGENDA ITEM

01. **APOLOGIES FOR ABSENCE:** accepted from Cllrs. J. Say (illness), T. Dunn (illness) and K. Hindmarsh (not stated).
02. **DECLARATIONS OF INTERESTS:** There were no declarations of any Disclosable Pecuniary Interests (DPIs) or Personal Interests (PIs).
03. **REQUESTS FOR DISPENSATION:** There were no requests for dispensation to participate in discussions and vote from any member who had a Disclosable Pecuniary Interest.
04. **MINUTES OF PREVIOUS MEETING:** The minutes of the previous meeting held on Tuesday 14h June were APPROVED Proposed by Cllr D. Cotton. Seconded by Cllr L Dunn. All agreed.
05. **MATTERS ARISING:** Mr. Tony Fairfax explained that any allotment holder could request help to eliminate rodents. Material costs to be paid by the allotment holder with the service carried out and maintained by Tony or Mr. Steven Common who had both recently successfully completed the Allotments Association's Rodents Course. It was agreed that a poster explaining the service to be produced and placed in the notice board. **ACTION Cllr T Fairfax**
06. **FINANCIAL MATTERS:** Members received a spreadsheet highlighting all income and expenditure – a budget monitoring report (income and expenditure) in relation to the allotments function was not available in time for this meeting
07. **ALLOTMENTS OPERATING ARRANGEMENTS:** Privacy of the waiting list – after discussion it was agreed to leave this list private with only the Clerk having access.
Vetting of potential tenants – after discussion the following structure was proposed:

All applicants wishing to be added to the waiting list for an equine or garden allotment would be invited to an allotment committee meeting to explain their intentions, at this meeting the committee would explain the rules, conditions and commitment of renting an allotment. If their application to join the waiting list was approved they would be sent the allotment rules which they must sign and return before being added to the waiting list. Once allocated a plot the applicant would be on a 6 month probationary period. At 6 months the plot would be inspected and the tenancy reviewed.

The changes to the waiting list rules were agreed by all. **ACTION: Clerk to amend rules.**

08. **CORRESPONDENCE:** None.
09. **ASSET MANAGEMENT:** Mr. S. Common (Independent Contractor) reported that the leaking tap had been repaired and that some of the road had been repaired.
10. **NUMBERING:** It was agreed to sequentially renumber all allotments. **ACTION: Clerk to price numbers.**
11. **INSPECTION:** a report from the inspection on 9 July was tabled. It was agreed to make a return inspection with the intention of reviewing progress on Saturday 15th October at 10am.
12. **WAITING LIST:** There were 8 names on the horticultural list and 5 names on the equine list.
13. **ANY OTHER BUSINESS:** Cllr K Hindmarsh had resigned as the Vice Chairman of this Committee. Cllr D Cotton proposed himself to take on the post of Vice Chairman. Proposal seconded by Cllr L Dunn. All agreed.
14. **NEXT MEETING: RESOLVED:** That the next committee meeting shall be held on Tuesday 13th December 2022 at 7.00 p.m.
15. **CONCLUSION OF MEETING:** The meeting closed at 8:15 p.m.
16. **EXCLUSION OF THE PUBLIC:** Consider moving into closed session.
It was RESOLVED to exclude the press and public from the meeting pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as applied by Section 100 of the Local Government Act 1972, as matters under discussion were confidential
Proposed Cllr L Dunn
Seconded Cllr H Allport
All in agreement