**Minutes of the Allotment Committee held at Perton Civic Centre on Wednesday 31st July 2019 @ 5.00pm**

Present: P Davis (Chairman) AA Bourke

D Glynn

R Heseltine

C Rathbone

J Powell

G Preece

R Holdcroft

Mrs B Hodgetts [Parish Clerk]

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| A06/19 | **APOLOGIES FOR ABSENCE** |
|  | Apologies received and accepted from Cllr Mrs P Allen. |
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| A07/19 | **DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS** |
|  | No Declarations of Personal and Prejudicial were received. |
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| A08/19 | **MINUTES** |
|  | **Resolved** that the minutes of the allotment meeting held on 26th June 2019 having previously been distributed, were signed by the Chairman as a true and correct record. |
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| A09/19 | **SAMPLE TENANCY AGREEMENTS** |
|  | Samples were previously distributed. The clerk informed the meeting that the \parish Council had joined the National Society of Allotment and Leisure Gardens (NSALG) which provided help with tenancy agreements free of charge.    Clerk to confirm with NSALG if all half plots are allowed on a site or if there has to be some full plots available.    It was agreed that the list should give priority to residents of Perton Parish.    No dog except service dogs are to be taken on to the allotment site. The committee will need to consider adapted beds.    If the Parish council provide the sheds, It will need to be agreed who has responsibility for the upkeep. It was suggested that if the council provide the shed they could also provide each plot with a water butt and possibly composter.    The installation of greenhouses will need to be considered at a future stage.    A ‘rule book’ was suggested which would give all plot holders clear guidance.    Clerk to amend the agreement as discussed.    Advertising of the allotments to be add to Facebook. |
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| A10/19 | **APPLICATION TO RURAL DEVELOPMENT FUND** |
|  | The fund is open to Parish Councils but priority will be given to groups with an income of less than £30,000. Deadline for applications is 18th February 2020. Members suggested that an application could be made towards the cost of sheds and paths. |
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| A11/19 | **DATE & TIME OF NEXT MEETING**  Wednesday 28TH August 2019 @ 5.00pm |

Site meeting to be held on August 8th at 5.15pm

**Meeting closed @ 6.22pm**

**Chairman: Date:**

Following a discussion the Clerk had with Severn Homes they would hope to be able to help with architect services for layout of the site. They would also like work on the site to tie in with the development if possible.

The land will automatically transfer to District Council, then they will transfer to the Parish Council. Severn Homes will discuss if the land can just transfer straight to the Parish Council.

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