Minutes of the Allotment Committee held at Perton Civic Centre on Wednesday 16th October 2019 @ 5.00pm

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|  Present:  |  Cllr P Davis (Chairman)  Cllr D Glynn Cllr R Heseltine Cllr C Rathbone  R Holdcroft J Powell Mrs B Hodgetts [Parish Clerk]  |
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| A18/19  | APOLOGIES FOR ABSENCE  |
|   | Apologies received and accepted from G Preece, Cllr AA Bourke  Unfortunately, due to personal commitments G Preece has had to resign from the committee.  |
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| A19/19  | DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS  |
|   | No Declarations of Personal and Prejudicial were received.  |
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| A20/19  | MINUTES  |
|   | Resolved that the minutes of the allotment meeting held on 28th August 2019 having previously been distributed, were signed by the Chairman as a true and correct record.  |
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| A21/19  | MATTERS RAISED FROM PREVIOUS MINUTES  |
| a)   b)  c)  | Hedge cutting - The Parish Council will be responsible for the hedge cutting where the BT cable is running parallel. It was suggested that whoever owns the land the other side may also be responsible for cutting the hedge. Planning requirements – the allotments will not require planning permission as they are part of the s106. There would be certain limitations. A meeting with Darren Rudge (Landscape & Garden Designer) was held with Cllr Davis and the Clerk. Darren Rudge made some good suggestions for the site. He will forward any suggested plans as soon as possible. The Clerk made the committee aware that Severn Homes may be delayed in starting on the site. There are two proposed options for the Parish Council;  Option 1 - to progress the allotment work as defined in the S106 document in advance of the road and other infrastructure being installed on the main development site. The advantage is that subject to discussion with the District Council, this could progress more quickly. The disadvantage is that as works being carried out by themselves, they would inevitably be more expensive than works as part of a bigger contract – so the Parish might get ‘less’. It is estimated that subject to caveats, the work would be complete by end April 2020.  Option 2 – to wait for the allotment work to be carried out at the same time as the road, drainage and other infrastructure is installed. Whilst this would be more cost efficient, it would take longer and I estimate that the allotment work would be complete by end December 2020.  It was suggested that a representative from Severn Homes attend the next committee meeting to fully explain the options before taking them to Full Council.  |
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| A22/19  | DRAFT TENANCY AGREEMENT  |
|   | The committee made a few minor amendments to the agreement.  |
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| A23/19  | DRAFT ‘RULE BOOK’  |
|   | The committee made a few minor amendments to the rule book.  |
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| A24/19  | DATE & TIME OF NEXT MEETING Wednesday 4th December 2019 @ 5.00pm  |
|   |  Meeting closed @ 5.45pm  |
|   | Chairman: Date: 4th December 2019  |