



SACRISTON PARISH Allotment Association
Minutes of the meeting held on Monday 4th October 2021 at 6.30pm
The Fulforth Centre

Present: Cllr H. Dixon (Chair), Cllr E Waldock, Cllr G Ludlow, Cllr J Barrett, Cllr R Sharp, Cllr R Harrison, Cllr D Robson, Mr E Metcalfe, Mr R Lomax and Miss C. Wilson (Clerk)

Apologies: NONE

Item No.	Subject	Discussion and Decision	Lead Cllr (s)	Action/ Timescale
1	Introductions	The Chair opened the meeting @ 6.30pm and welcomed everyone.	HD	
2	Previous meeting minutes and actions	Previous minutes from 6 th September 2021 were accepted and signed as a true record.	HD	
3	Matters Arising	<p>A complaint email has been received from a plot holder at DH. The plot holder was unhappy as they had been issued with a warning notice advising that the garden required 50% cultivation and the plot was in poor condition. The Chair arranged a site visit with the plot holder and agreed that the plot was not in poor condition however, there was very little cultivation. The Chair apologised on behalf of the Parish for the misunderstanding and advised the letter which had been produced was a generic letter and this will be amended. The chair then read out a further email received from the plot holder advising of what had previously been discussed at the site visit. A discussion was held regarding inspections as the letter had stated there were cliques on the site.</p> <p>RESOLVED The letter has now been amended and this was agreed by all.</p>	HD	

		<p>Inspections at Daisy Hill allotments will now be carried out by Cllr J Barrett and R Lomax and Cross Lane inspections will be carried out by Cllr R Sharp and another member.</p> <p>Public Liability Insurance Individual plot insurance was discussed and it was agreed that money will be collected from plot holders on 16th October to proceed with the public liability insurance scheme through NAS.</p>		
4	Gates / Boundary Fence	<p>Draft agreement received from Persimmon Homes.</p> <p>RESOLVED To send full council a copy so this can be discussed at the meeting on 6th October 2021.</p>	HD CW	
5	Treasurer's Report	<p>There is £1953.04 in the bank.</p> <p>No further forward regarding the water rates bills with Northumbrian Water.</p>	EM	
6	Matters raised by plot holders	<p>P3 – correspondence received regarding the perimeter fence between plots 2 and 3 which had been on fire. The fire had been started in a bin which was close to the fence. The fire had then been abandoned and the allotment holder of plot P3 had to put out the fire. Damage has now been caused to the fence.</p> <p>P1 & P2 – following various incidents which had occurred on the site, the panel agreed that the plot holders be provided with a Notice of Eviction, this has already been sent by email and recorded delivery. Following the receipt of the notice the plot holders have contacted the Police and advised that they were concerned for their safety when at the allotments. The Clerk has spoken with the Police and advised them of the situation and the Police are taking no further action in relation to this. The plot should be vacant by 17th October 2021.</p>	HD	
7	Vacant Allotments/ Waiting list	<p><u>WAITING LISTS</u></p> <ul style="list-style-type: none"> • Cross Lane waiting list – 10 • Daisy Hill waiting list – 6 <p><u>VACANT ALLOTMENTS</u></p> <p>P17 – has been offered to the next person on the list however feedback has been received that the plot is full of rubble and dead pigeons are in the lofts and therefore does not want to accept it, they would like to take plot 16 however, they were informed this is not available. An email has been sent back explaining that they will now go to the bottom</p>	CW	

		<p>of the list and will have to wait until they reach the top again to be offered a further plot, there is also no guarantees which plot will be offered.</p> <p>Plots A5 & P18 have now been taken.</p> <p><u>WARNING LETTERS</u> P10 and P15 to review the warning letters as it was of the opinion the time has now elapsed and nothing further has been carried out on the plots.</p>		
8	Representative Reports	<p>Cross Lane</p> <ul style="list-style-type: none"> • C1 - request to include husband on as joint tenancy. <p>RESOLVED C1 can include husband on tenancy agreement.</p> <p>Daisy Hill</p> <ul style="list-style-type: none"> • Numbers are to be purchased for the gates. • Plot 5 has removed the shed. 	RL	
9	Applications for Buildings	<p>B5 – would like to extend polytunnel and erect cabin. D5 would like to relocate the shed to the front of the garden. B10 – would like to erect shed at bottom of garden. D9 – to approve changes to two wooden greenhouses. The rear greenhouse to change to an aluminium frame and, the front greenhouse to change to a polytunnel</p> <p>RESOLVED All applications were agreed.</p>	CW	
10	Date of next meeting	<p>Next meeting to be held Monday 1st November 2021 @ 6.30pm</p> <p>Meeting closed at 7.15pm</p> <p>Agreed by Chair of Allotment Association</p>	HD	