



**THE TOWN COUNCIL
OF
ROYAL LEAMINGTON SPA**
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ROBERT NASH ACIS DMS
Clerk to the Town Council

Our Ref: RN/

Your Ref:

11th February 2013

Dear Councillor,

You are summoned to a meeting of the Allotments Sub Committee to be held in Meeting Room 5, at the Town Hall, Parade, Royal Leamington Spa on **TUESDAY 19TH FEBRUARY 2013 at 6.30 p.m.**

The business will be as set out below.

Yours faithfully,

CLERK TO THE TOWN COUNCIL

To Councillors: Sarah Boad, Bill Gifford, John Knight and Ann Morrison.

Representatives of Allotment Associations

(All other Members of the Town Council – Agenda for information only)

AGENDA

MEMBERS OF THE COMMITTEE ARE INVITED TO DECLARE ANY INTEREST THEY MAY HAVE IN ITEMS IDENTIFIED FOR DISCUSSION

1. **ELECTION OF CHAIR**

To appoint a Chair of the Allotments Sub-Committee for the remainder of the Municipal Year 2012/13.

2. **APOLOGIES**

3. **PUBLIC FORUM (IF ANY)**

4. **MINUTES**

To consider and approve the Minutes of the Meeting held on 8th February, 2012 (Report No. 4 herewith)

(continued.....)

5. PROGRESS REPORTS

To consider matters relating to the management and development of Allotments arising from reports of the Allotment Association representatives.

6. FUNDING APPLICATIONS

To consider applications for funding from the following Allotment Associations:-

- (a) Binswood Allotment Society
Removal of former livestock sheds and fencing, including asbestos removal - £1385 (enclosure A)
Total £1385
- (b) Old Milverton Allotment Association
Extension of existing water supply -£836
Boundary hedge cutting - £360
Total £1196
- (c) Cliffe Allotment Association
Shed Replacement Programme - £423.56
Boundary Hedge planting - £51.67
Hedge Cutting - £120
Total £595.23
- (d) Campion Hills Allotment Association
Extension of water supply - £840
Clearing of overgrowth to extend potential plot use - £1430 (Enclosure B)
Less application of unspent funding 2011/12 -£677
Total £1593

Total of Grant requests **£4770**

The Sub-Committee is reminded that the budget allocated to support Allotments in 2012/13 is **£5400**.

Report No 4

MINUTES OF A MEETING OF THE ALLOTMENTS SUB-COMMITTEE OF ROYAL LEAMINGTON SPA TOWN COUNCIL HELD ON 8TH FEBRUARY 2012 AT THE TOWN HALL, LEAMINGTON SPA

Present: Councillors Ann Morrison (Chair), Sarah Boad, Bill Gifford and Alan Wilkinson (substituting for Cllr J. Knight).

Representatives of Allotment Associations:-

Name	Association
Dennis Bradley	Binswood Allotments
Martin Hurst	Binswood Allotments
Bob Holden	Cliffe Allotments
Gordon ward	Cliffe Allotments
Bill Ivory	Campion Hills Allotments
Nigel Mann	Campion Hills Allotments
Jonathan Milton	Campion Hills Allotments

Apologies for absence were received from Jackie Walker (Cliffe Allotments) and Ian Fletcher (Old Milverton Allotments)

1. ELECTION OF CHAIR

RESOLVED that Councillor Ann Morrison is elected Chair of the Allotments Sub - Committee for the Municipal year 2011/12.

2. MINUTES

RESOLVED that the Minutes of the Meeting of the Allotments Sub-Committee held on 14th February 2011 are confirmed as a correct record, subject to recording the presence of Mr N. Mann at the Meeting.

3. ALLOTMENT ASSOCIATION PROGRESS REPORTS

(i) Binswood

All plots on the Northumberland Road site were let. There had been no major incidents of theft or damage during the past year. The Fire Brigade had been called to a shed fire on the site but this had represented minimal risk and was allowed to burn itself out. The Town Council grant toward renewing pipework around the site had been implemented successfully.

(ii) Old Milverton

The site was fully let with a total of 43 Members and 14 tenants on the waiting list. There had been few incidents of theft, damage or illegal entry.

(iii) Cliffe

All plots were fully let comprising a Membership of 49 tenants. There were eight potential tenants on the waiting list. The site had experienced two minor incidents of vandalism which represented a considerable reduction on previous years.

(iv) Campion Hills

Membership of the Association had continued to grow to 170 comprising of 157 plots. There were 12 people on the waiting list. Projects completed during the year included the erecting of the new gates, a composting toilet facility and the creation of three new plots from an uncultivated area of the site. Approximately 12 crimes had been notified to Police during the year; tenants were being encouraged to formally report all incidents so that the Police are aware of the true situation. The availability of the site shop was presently under review due to an absence of volunteers. Other issues arising during the year included the introduction of plot inspections, participation in the Canal-side Fruit Share Scheme and measures to deal with incidence of Japanese knotweed.

RESOLVED that the Reports are noted.

4. **APPLICATIONS FOR FINANCIAL ASSISTANCE**

Consideration was given to applications for financial assistance from the Allotments budget for 2011/12 which totalled £5400. Following consideration of the respective bids, it was

RESOLVED to RECOMMEND the Policy and Resources Committee that the following grant payments are approved:-

Binswood Allotment Society	Improvements to water supply – installation of galvanised water troughs	£1282
	Removal of dilapidated buildings and creation of new plots	£850
Old Milverton Allotment Association	Seasonal hedge trimming	£400
	Purchase of ladder and wheelbarrow	£160
Cliffe Allotment Association	Planting of new hedging, Hedge cutting and ditch clearance at Northern boundary	£495
Campion Hills	Water Supply	
	Improvements and groundwork improvements to area outside Social building	£1495
		£582
	Total	£5264

The Meeting commenced at 4.00 pm and ended at 4.45 pm.

Campion Hills Allotments Association
2013 request for grant from
Royal Leamington Spa Town Council

Project 1

Aim:

To extend the water supply system to provide easy access to water for all plot holders.

Hire of mini-digger and driver for excavation of approximately 170 metres of trenches up to 650mm deep and 150mm wide - £560

Hire of mini-digger and driver to backfill trenches - £280

Project 2

Aim:

To clear overgrown areas, make them available to potential plot holders or for community use and reduce the number of resident muntjac deer on site.

4 days of work from contractor using 3ton tracked excavator at £280 per day - £1120

Hire of 2 8yd³ skips from County Waste - £310

All trench work and ground clearance to be carried out by:
Specialist Contractors (UK) Ltd
Unit 2
Rigby Close
Heathcote Industrial Estate
Warwick, CV34 6TH

Overall grant request (less VAT)

Project 1	£840	
Project 2	£1430	
Sub total		£2270.00
Less unspent grant from 2012		£677.40
<u>TOTAL GRANT REQUEST FOR 2013</u>		<u>£1592.40</u>

Application for Allotment Grant

to

The Town Council of Royal Leamington Spa

by

Binswood Ex Serviceman's Allotment Society

In the 1993 revision to the Bye Laws of the Binswood Ex Serviceman's Allotment Society (The Society), permission to keep livestock was the prerogative of the Committee. This was part of a drive to have the allotment land free of livestock for amenity and functional reasons. The form of wording was intended to allow plot holders who already had livestock to continue but that permission would not be granted for new livestock. As a consequence of its application, the number of plot holders with livestock has reduced over the years. The last one died recently and his family have elected not to continue. Thus the ambition to have livestock free allotments has been achieved but at a cost over the years in clearing plots of the detritus; sheds, fences etc.

The last keeper of livestock originally had eight plots. Three were handed back and cleared last year but the remaining five plots had the core of his operations including a large area of sheds and pens. These are constructed of a variety of materials but principally; timber, corrugated iron and asbestos sheeting and chicken wire. The scrap metal can be cleared at no cost to the Society but contractors will need to be hired for the removal of the asbestos and site clearance.

Estimates have been obtained as follows and copies are attached.

Item	Contractor	Cost £
Asbestos Clearance	J and L Asbestos Removal Ltd	385+VAT
Demolition and Ground Clearance	Farm Services Ltd	850+VAT

Additionally, removal of waste materials from site will cost an estimated £150 +VAT to hire a grab lorry or skips whichever seems most appropriate when the amount and type of waste is known.

Thus the total cost will be of the order of £1385 plus VAT and grant contribution towards the cost would be gratefully received by the Society

Apart from significant improvement of amenity, the release of five plots will allow the Society to extend its membership. Ideally the works will be completed in time to allow the new plot holders to plant in Spring. However, the works will not result in a real rental gain; rather they will allow the Society to replace the rental paid by the previous incumbent.

Robin Cathcart
Chairman
January 2013