

**Kings Chase Allotments Committee
Meeting 30th November 2023 at 6:00pm.**

Present: Andrew Harris, Emma Pitman, Rory Maxwell, Melissa Doherty,

Apologies: Cllr Russell Theron & Adrian Landscheit

Review of last minutes

No action required on last minutes.

Vacancies, Renewals and Terminations

All plots currently let. No actions from final plot inspection.

Waiting List.

The waiting list is now closed to new applicants until further notice. There are 29 applicants on the current list.

Site Maintenance/ Management

A quote for 5 troughs has been sent to the council. Feedback is they are happy for troughs to be installed, but the quoted price is too high and suggested we project manage the installation ourselves.

We will need to contact the council's maintenance team about a fix of the leak near the first tap outside plot 5.

Community

Due to the bench being removed from the communal area. Plot 14 will now be reinstated as a full plot and the pond is to be removed.

New tenancy agreements taking plot holders to October 2024 have now issued. Around one third have been signed and returned. A chase up email will be issued to all outstanding plot holders as a reminder.

Safe Working

No actions.

Communications

New coded padlocks to be purchased and all plot holders to be informed of the new numbers on the allotment gate and car park gate.

1 new timber post to be installed next to the allotment car park gate to stop people driving over the grassed area.

An anti-climb hedgehog to be installed on top of the allotment gate as a deterrent for intruders accessing the allotments.

Allotment rules will be drawn up and issued with the new tenancy agreement in October 2024.

Any Other Business

All existing trees within 2.5m of a neighbouring plot must have a root barrier installed, this must be installed to a minimum depth of 600mm.

The water will be turned off from December until March.

Provisional date for the AGM February 2024

Next meeting 25th January 2024 venue TBC

Meeting closed at 6:51pm