



# Kingshurst Parish Council

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Clerk to the Council: Paula Coyle

## Minutes of the meeting Allotments Committee

on Thursday 9<sup>th</sup> February 2023. 6pm

at the Seeds of Hope, Overgreen Drive, Kingshurst, B37 6EY

**Council Members:** Cllr D Cole, Cllr M Frampton, Cllr S Daly, Cllr M Brain

**Council Members Present:** Cllr D Cole, Cllr S Daly, Cllr M Frampton, Co-Op John Edwards

**Members of the public :** Cllr J Kimberley, 2 Allotment Holders

Undertaken by :  
Lee Browning

### Minutes

1.	<b>Welcome and Housekeeping</b>	
1.1	General housekeeping	
2.	<b>To receive apologies:</b>  Cllr M Brain (Personal)	
3.	<b>To receive members' declarations of disclosable (pecuniary and other) interests.</b> None	
4.	<b>To receive and consider members' dispensation requests, if any</b> None	
5.	<b>Appointment of Committee members for 2022-2023</b>  Vice Chair  <b>Resolved :</b> Chairman is to be MF and Vice Chair to be DC.	

6.	<b>Items for consideration at Committee Meeting.</b>	
6.1	Allocated Plots – MF was unsure what plots were taken and not aware of current position. To confirm with clerk what plots are taken/available and improve communications.	MF
6.2	Clearance of end plot and the side perimeter. Decision on the usage of the area – Need to let out, maybe at a reduced rate? Needs lots of work to get into usage.	
6.3	Removal of trees from the community gardens, need to agree a date to start - Had two quotes – around £1000.00. Start date of December but DC recommends that go to Full Council for approval.	MF
6.4	Notice Board: to Purchase a Notice board – obtained two quotes and around £200.00. SD advised that this was talked about over twelve months ago and she could get a wooden one done for free. DC asked if this was still available, and she was going to find out. If not, then would need to get approval reconfirmed.	MF/SD
6.5	<p>Agreed at Full Council 29/09/22, the installation of toilet facilities, at the community gardens. Need to agree on a working party to facilitate this project.</p> <p><b>Resolved</b> : Working Party to be SD/MF/JE</p>	
6.6	<p>Budget 23/24 – Allocated budget: plot holders have agreed to ongoing maintenance – MF read through the plot holders meeting notes.</p> <p><b>Resolved</b> – The budget for 23/24 is £3000.00</p>	
6.7	<p>Discuss a working party to carry out allotment inspections.</p> <p>A discussion was had on chickens on site, with the agreement that we follow National Allotments Society Processes.</p> <p>MF advised that need to clear areas behind sheds as part of maintaining the allotments overall appearance. Email to be sent to allotment holders</p>	Clerk

	<p>to ensure clearance and then can plan to cut back enabling hedges to be self maintained by plot holders. Concern on using chain saws.</p> <p>MF mentioned that hole in fence and spoken to Lee. (LGS)</p> <p><b>Resolved</b> : Working party to be SD/MF/JE for inspections.</p>	MF
<b>7.</b>	<b>Draft Allotment terms and conditions “guidelines” document</b>	
<b>7.1</b>	<p>Terms and conditions, agreed. New allotment leases have been sent to plot holders.</p> <p>As per 6.1, MF to speak with clerk on current position as unsure who has been emailed or given paperwork. One plot holder queried if everyone was on the distribution list and if the terms and conditions had been signed off or up for review. They were agreed at the last plot holders meeting.</p>	MF
<b>7.2</b>	<p>Payment of Utilities – Water: Cllr Frampton requests a progress update from the vice chair. DC.</p> <p>DC advises that need to seek advice from the Solicitor – and see if already included in the deeds for pavilions.</p>	DC
<b>8.</b>	<b>Community Gardens</b>	
<b>8.1</b>	MF went through the report on community gardens	
<b>8.2</b>	<b>Polytunnel Cover:</b> Marius has the polly tunnel cover and JE to oversee bringing the polly tunnel back into being used at the community gardens.	JE
<b>8.3</b>	<b>Tudor Grange School :</b> DC confirmed that there are 40 children from two classes that would want to get involved at the community gardens. DC to provide MF a contact name after a meeting on Friday.	DC
<b>8.4</b>	<p><b>Applying for Grants :</b></p> <p>Confirmation that enforcement team have agreed to fund £500 towards the childrens area and tools.</p>	

9.	<p><b>Public Participation</b>          To adjourn to allow public participation. Residents are requested to give their views and question the Parish Council on items on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Full Council Meeting itself.</p> <p>None</p> <p><b>Meeting closed at 7pm</b></p>	
8.	<p><b>Date of the next meeting:</b>          Thursday 9th April 2023, at the Seeds of Hope, Overgreen Drive</p>	

Signed (Chair): .....

Date: .....