

Romsey Town Council Allotments Management Committee

Minutes of the meeting held on the **28th February 2024** at the Court Room, Romsey Town Hall, Romsey.

Those present: Mr Mike Nobbs, Mr Chris Davies, Mr Roger House, Mr Elvin Mullinger, Mrs Clementine Kingstone, Mr John Waterman, Mrs Lisa Fallowfield, Mrs Eleanor Vamplew, Cllr Colin Burgess.

Mark Edgerley: Following the recent death of Mark whilst working his plot on 1st February, as a committee we decided to take a minute's standing silence in remembrance.

In recognition of Mark's testament, we would wish to convey our deepest sympathy to both his family and to his friends of their loss, and, in recognition of his efforts and friendship over the years have agreed to construct some form of permanent remembrance to him at the allotment site.

Apologies: None.

2.1 The Minutes of the last meeting were confirmed as read.

Any matters arising will be discussed under various headings.

2.2 Correspondence:

2.2.1 Plot thefts:

CD confirmed he had received an initial response from RAHA site but nothing to confirm numbers involved. It was agreed CD would write to RAHA informing them of the local 'Bobby' once confirmed.

CB confirmed that a meeting with the local bobby is to take place soon.

2.2.2 Rats: RH has purchased an electronic Rat trap for use on site

2.2.3 CD confirmed that he received an uncalled for and abusive correspondence from one of the tenants following Mark Edgerly's demise on site. Given the circumstances it was agreed not to respond.

2.2.4 CD confirmed he is still unable to obtain contact with Howard Brisland of Romsey Town Council to enable the purchase of a rules board.

2.2.5 It is understood that there are ongoing discussions at Town Hall with contractors regarding the necessary repairs to the car park areas but as indicated by CB these are unlikely to occur in the near future. CD to update business case to reflect costs once received from the estates manager at Town Hall.

2.3 Finance: EV tabled the most recent accounts which are attached to the rear of these minutes and confirmed the additional £74.98 in the income section is attributable to the distribution centre sales. Surplus will go to Earmarked reserves.

2.4 Allotments:

2.4.1 EM reported that the secretary of Kings Chase allotments has requested a copy of our AGM minutes, CD to forward on.

2.4.2 CB suggested that as the current waiting list for Kings chase is much greater than ours that maybe some of those should be transferred to us?

2.4.3. EM tabled a listing of the plot lettings update, illustrating that all plots are fully occupied with only 1 person currently on the waiting list.

2.5 Distribution Centre:

The shop is open to tenants when a committee member is present on site.

2.6 Plot Assessments: The most recent assessment results from February have been posted on the notice board for the tenant's attention. The next round of assessments is due to take place in April by RH & MN.

2.7 Councillor's Report: Report received from CB on 28th February was issued to all committee members prior to this meeting and is appended to rear of these minutes.

2.7.1 CB confirmed that the building manager at Romsey Town Council has reported back that a defibrillator is unlikely to arrive before summer.

2.8 AOB:

2.8.1. It was discussed that there is a belief of the need to emphasise to tenants that they come onto site at their own responsibility and neither we nor the town council have any responsibility or duty of care for their safety whilst they are on site and that tenants are responsible for their own first aid kit whilst on site. However, CD to check with RTC & NSALG what is covered by our insurance policy and to what our liabilities are to the Health & Safety of tenants under health & safety legislation.

2.8.2 Lease Agreements: there was discussion about the Lease agreement between Broadlands Estate and Romsey Town Council. Both CB and CD have perused the document and agreed that the document in possession of Romsey Town Council does not relate to the Town Council allotments but to the 'Romsey Allotment Holders Association' allotments and that the lease for our site is elsewhere. The form of agreement is that of an Agricultural tenancy between Broadlands estate and RTC and in accordance with the Agricultural Holdings acts which does not appear to be relevant or suitable for allotment sites..

2.8.3. CD mentioned a conversation he'd had with plot 43 regarding the number of structures allowable on each plot. It was agreed that the total should not exceed 3, i.e. a shed plus 2 others whether they be polytunnels or glasshouses and all to comply with the allowable maximum sizes set out in the rules.

2.8.4 Surplus produce: It was suggested that nearer harvest time when produce was available, in an effort to achieve zero waste, surplus vegetable & fruit produce should be taken to the 'Community Pantry' in Dukes Mill.

the meeting closed at 09:30pm.

Chris Davies

Committee Secretary

Mike Nobbs

Chairman

Date ... ***28/02/24***

Next meeting is to be held on Wednesday 10th April 2024, 7:30pm at the mayors parlour, Romsey Town Hall at 7:30pm.

Romsey Town Council Allotments Management Committee

Meeting 28 February 2024

Councillor's Report

Entrance Car Park

There has been no progress since our last meeting as I need to include the quote for the repairs as part of the grant application for the Community Infrastructure Levy (CIL), managed by TVBC. Now Howard has returned from sick leave, I will ask him for a copy of the quote for the application. This will also include the Secretary's business case. I understand the application must be submitted by 31 March.

Thefts From Sheds

I was asked to obtain a contact within the Police for the Secretary to approach about the thefts of equipment from allotment sheds. Details of the Neighbourhood Police Officer or "Bobby" (a new initiative) have been passed on. It might be worthwhile inviting them to our next Committee Meeting.

Defibrillator

Unfortunately, I was unable to attend the Council's last Buildings and Community Meeting on 6 February and contribute to the approval the installation of a defibrillator, which surfaced because of my approach to the Buildings Manager, Howard Brisland. I will seek an update from Howard for the next meeting.

Surplus Vegetables

I have been forewarned to expect an approach by a resident who is very keen to start an initiative to achieve zero waste of surplus vegetables in all the local allotments. This would involve taking surpluses to a local outlet who is prepared to make them available free of charge to those struggling financially. I need to establish who would be responsible for taking the surpluses to the outlet.

Cllr Colin Burgess

27 February 2024

ROMSEY TOWN COUNCIL ALLOTMENT ACCOUNT

Statement of Income and Expenditure

05.04.2023 to 28.02.2024

Income	£	Expenditure	£	Budget £
Rents	3480.00	Broadland's Rent	1100.00	1100
Distribution Centre Trough	90.00	Southern Water	537.97	750
Wheelbarrow	10.00	NSALG	55.00	55
Distribution Centre Sales	74.98	Card Reader Charges		0
		Dist Centre Stock		180
		Stationery/Post/Misc		0
		Maintnence/Equip	6.78	150
		Hedge Cutting		220
		Rat Poison/Pest Control		250
		Skip Hire		
		Sundries/Dist Centre	33.00	
Totals	<u>3654.98</u>		<u>1732.75</u>	<u>2705</u>
Income less Expenditure	1922.23			
Earmarked Reserve	6170			

NOTES:

There are no outstanding loans for repayment.