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Minutes of the Extra Ordinary Meeting of the Allotment Subcommittee held on Tuesday 11 June 2024 at 2pm, at The Parish Council Community Centre, Bell Lane, Ackworth

Attendance

Cllr Martin Roberts
Cllr Suzy Sherratt
Cllr Sarah Balfour
Cllr John Bell (Chair)

1. To receive apologies for absence
1.1 Apologies were received from Cllr Carolyn Hall.
2. Declarations of Interest and Dispensations
a. To receive declaration of interest from Councillors on items on the agenda
b. To receive written requests for dispensations for disclosable pecuniary interests (if any)
c. To grant any requests for dispensation as appropriate
2a/2b/2b None to receive.
3. To note the minutes from the meeting held on 1 March 2024
3.1 Noted.
4. To receive matters arising from the meeting held on 1 March 2024
a. Update from Oakfield Park School regarding plot allocation
b. Update regarding collection of Allotment Association Fees
4a Oakfield Park School do not need access to the toilet at Brackenhill Community Centre.
4b Process worked well, monies have been collected and transferred. Ongoing.
5. Pest Control
a. To receive an update on Pest Control
b. To receive correspondence from a tenant regarding rats
5a A response has been received from WMDC Environmental Health. The Pest Control Officer is available to meet with tenants\councillors at the allotments to look at preventative measures to reduce rat activity. A discussion took place.
Recommendation
• that the offer to meet is accepted and a date arranged.

<p>It was noted that no information has been received regarding the pest control in place at the Household Waste Recycling Centre.</p> <p>5b A discussion took place.</p> <p>Recommendation</p> <ul style="list-style-type: none"> that the tenant would be invited to the above-mentioned meeting with the WMDC Pest Control Officer.
<p>6. To receive a request for help with the removal of contaminated soil from a plot and recommend a course of action</p> <p>6.1 A discussion took place.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> that a letter is sent to the tenant advising them at this time no additional skip at this time would be provided and that they would need to clear the contaminated soil / debris themselves. that consideration is given moving forward regarding management of plots when tenants leave to ensure they are cleared as per the rules and then what is expected of new tenants when they take on a plot. To be put on a future agenda for recommendations to be made.
<p>7. To receive costs for a No Entry sign and recommend a course of action</p> <p>7.1 Costs had previously been circulated to all Councillors.</p> <p>Recommendation</p> <ul style="list-style-type: none"> that the most cost- effective sign was purchased. Parish Council staff to determine this at point of purchase.
<p>8. To receive an updated budget report</p> <p>8.1 Received. The budget report had previously been circulated to all Councillors.</p>
<p>9. To discuss the management of unkempt plots</p> <p>9.1 A discussion took place. Concerns were raised regarding the number of plots that are unkempt. It was noted that “notice to improve” letters had been sent out to 5 tenants following the last plot inspection and a further plot inspection would be held prior to the next meeting of this subcommittee.</p> <p>Noted.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> that more inspections are carried out in the growing season. to open the inspections to all Councillors, not just those on this committee. that contact is made with Oakfield Park School to see what plans are in place for managing the plot over the school summer holidays.
<p>10. To review the Rules and Regulations and make recommendation regarding update to prohibit the burial of dead animals</p> <p>10.1 A discussion took place.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> that following advice from the National Allotment Society, a new rule is added to prohibit the burial of domestic animals at the allotments.
<p>11. To review new lettings and the waiting list</p> <p>11.1 It was reported that the details of new-lets had been provided to the Allotment Association, the recently vacated plots were in the process of being re-let and the waiting list is 16.</p>
<p>12. To receive updates from Brackenhill Allotment Association</p> <p>12a Received</p> <ul style="list-style-type: none"> Plans are well underway for the stall at Ackworth Gala.

- Road scalplings would be laid sometime after the Gala.
- Best Kept Plot Competition to be judged soon.

13. PUBLIC BODIES (ADMISSION TO MEETING ACT 1960) THAT THE PRESS AND THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT PUBLICITY WOULD BE PREJUDICIAL TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED

13.a The Chair thanked the Tenant Representatives for attending and they left the meeting.

14. Confidential Items

a. To discuss plot inspections held on 1 May 2024 and decide a course of action

14.1 A discussion took place regarding those plots previously mentioned in Agenda Item 9 above.

Recommendations

- that a thorough inspection be carried out before the next meeting of this subcommittee.
- that correspondence received from a tenant regarding their current situation and request for leniency on plot cultivation this year was accepted on the proviso the plot is covered and/or the weeds suppressed.