

**Worth Parish Council**  
**Minutes of the Allotments Sub Committee Meeting**  
**November 13th 2018 at 10.30 hrs**

**Present:** Cllr Cruickshank (Chairman) Cllr Anscomb (Vice Chairman)  
Cllr Coote Cllr Webb  
Mrs J Nagy (Clerk) No members of the public  
Miss S Vaughan (Assistant Clerk)

**10. Public Question Time**

No members of the public were present at the meeting.

**11. Apologies for absence**

There were no apologies. Cllr Larkin was marked as *absent*.

**12. Declarations of Interest**

Cllr Cruickshank declared that his wife is an allotment tenant.

**13. Minutes**

It was proposed by Cllr Anscomb, seconded by Cllr Coote and agreed by all present that the Minutes of the Allotments Sub-Committee meeting held on 27th June 2018 were a true and correct record.

**14. Chairman's Announcements**

The Chairman had no announcements.

**15. Allotments**

The Clerk clarified a land dispute issue reported to the GP&F Committee the previous evening, and advised that she has asked Ian Davison, the Council's Solicitor to act on the Council's behalf, as resolved by that Committee.

It was noted that the license between Worth Parish Council and the CDAGA, allowing them access onto the allotments, was due to expire in March of 2019. The CDAGA currently pays £5 per annum for this license.

Locks

The Assistant Clerk reported that the new gate locks are not suitable for disabled individuals or people with arthritic hands, as they are quite hard to turn. One of the locks is awkwardly positioned, making access to it difficult. Cllr Cruickshank stated that the locks cost approximately £14 each.

It was suggested that push button locks would be more suitable for the gates. Cllr Cruickshank is to visit the locksmith in East Grinstead to discuss options.

Payments

The Assistant Clerk reported that seven tenants still had not paid their rent and three tenants had not completed their renewal as they had not signed the agreement. The Committee agreed that the Assistant Clerk should write to these tenants to advise that unless payment had been made and paperwork signed and received by midday on Monday, 3rd December, their allotment tenancy would be terminated and marked as vacant as from Tuesday 4th December.

It was noted that the allotments are currently making a loss of approximately £700. This loss was calculated using the groundsman's time but does not factor in the Assistant Clerk's time.

Fees

It was agreed to review the allotment fees at the next meeting.

The Clerk proposed to hold a public meeting with all allotment holders to discuss allotment issues

such as fees and tenancy agreements. The Committee agreed.

Cllr Cruickshank agreed to write a letter to invite the allotment tenants.

The Committee members were issued with two sample tenancy agreements and it was agreed that the Clerk and Assistant Clerk would draw up a new agreement from these and circulate to members before the next meeting, in December.

#### Problem Plots

It was noted that Plots 1, 20 and 22 were problem plots. Cllr Cruickshank PROPOSED to have Plots 20 and 22 professionally cleared, and to obtain quotes for this work, having first asked the Groundsmen if they felt able to carry out the task. This was SECONDED by Cllr Anscomb and AGREED by all.

Cllr Cruickshank noted that the fence with the hole in next to Plot 1 had now been repaired and that dog waste should not be a problem.

#### Letters

It was noted that a letter from a Crawley Down resident had been received about locking the allotments, stating that it would stop people from being able to walk through the allotments from one side of the village to the other. The Clerk proposed to respond, stating that the gates were not locked because of dogs on the allotments but, due to security issues.

#### Committee

The Assistant Clerk suggested that it would be more efficient for the Officers of the Council to manage the allotments and asked the Committee if they agreed. All Committee members stated that they would rather keep the Committee and meet three to four times per year.

It was agreed to hold a meeting before Christmas.

### **16. Consideration of items for inclusion on future agendas**

None.

### **17. Date of the next meeting**

To be called when necessary

*Meeting closed at 11.42 hrs*

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_