



Hampton Parish Council

Making it happen for the Parish of Hampton Hargate and Vale

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Office Hours: Wednesday to Friday 9am to 1pm – there is an answerphone service when the office is not manned due to meetings etc.

Clerk: Mrs G Cade

Minutes of the meeting of the Allotments Sub-Committee held at 7.00pm on Tuesday 23 May 2017 at the Hampton Vale Community Centre, Hampton Vale, Peterborough.

Members: 9 Quorum: 3 **The meeting was open to the public and press.**
Present: Cllrs Patel, Pratt, Sharp, Nikki Clifton HVCAG Secretary, Roger Ash HHCAG Chairman, Roy Chilcot HHCAG Rep and the Clerk Gemma Cade.

01/05-2017	Health and Safety Information The Chair provided Health and Safety information regarding the venue.
02/05-2017	To receive and consider the approval of apologies for absence Apologies were received and accepted from Cllrs Amps and Toynton-Ward and Cheryl Riotto, HVCAG Chair.
03/05-2017	Public Forum There were no members of the public present
04/05-2017	Hampton Hargate Community Allotment Garden Association Update HHCAG Association Chair Roger Ash reported that: <ul style="list-style-type: none">• Only 3 of 39 plots are vacant, 93% are in occupation.• Many new plot holders since January 2017 are making a big impact and the site is looking the best it has in years.• In April plot inspections, there was 1 failure notice and 1 improvement required letter.• Fly tipping has been an issue on the site, most likely from neighbouring properties, measures have been taken to monitor and tackle this problem.• HHCAG AGM was held on 19 May. A quorum of members was present and the committee was strengthened by the addition of a further 4 members.• Next Inspection booked for Saturday 24 June 2017 – the Clerk and Cllr Patel offered to attend <p>The Clerk added that a complaint relating to HHCAG had been received, investigated and resolved – A resident complaint was received last week relating Hens and Hen Houses/Runs on the Hampton Hargate Allotment Site. Due to the nature of the complaint and the related animal and human health issues, the Clerk attended site the following day for a full inspection. After 2 hours spent with the Chair and Secretary, inspecting each plot with Hens, the Clerk was satisfied all RSPCA, DEFRA guidelines were being adhered to, as well as the HPC Tenancy terms. The resident received a full response and details of my inspection the next day and is satisfied with the feedback. A report has been logged for future reference, and has been reported to Full Council during the last meeting.</p>
05/05-2017	Hampton Vale Community Allotment Garden Association Update Nikki Clifton, HVCAG Association Secretary reported that: <ul style="list-style-type: none">• 33 of 39 available plots occupied• 3 plots remain flooded• In the April plot inspections, there were no failures
06/05-2017	Hampton Hargate Raised Beds HHCAG Association Chair Roger Ash reported that due to serious Health and Safety concerns raised by Hampton Hargate Primary School following a visit to the site, members proposed and supported at the HHCAG AGM the action to remove the raised beds from the site and instead use plot HH14 as a 'Community' plot for the school children and other members to share. The decision was supported by members, when Roger produced photographs and an email from Hargate Primary, showing how dangerously rotten and unstable the heavy sleepers and become, with the original metal spikes used to secure

the beds, now protruding out of the top of each corner. The Clerk to contact O&H Hampton to enquire what they wish to do with the sleepers once removed.

07/05-2017	Hampton Hargate Lease and Payment Review HHCAG Association Chair Roger Ash proposed 3 changes: <ul style="list-style-type: none">• Current payment methods, to help reduce the number of steps in the process and as such the time taken from initial enquiry. It was agreed that the Clerk will print a number of template tenancy agreements, without applicant details, for HHCAG members to go through with potential applicants during their tour of the site. These can be completed and signed immediately, or taken away and delivered to the Parish Office with payments made by bank transfer. All bank transfers MUST still include the surname of the payee and plot number (eg. HH14) as reference, for identification purposes.• HHCAG parking rules - not supported by Allotment Association members. Instead it was agreed as a 'local' decision, to be assessed by HHCAG members.• Tree height – due to the perimeter Hedge, as well as some trees at HHCAG already exceeding the current 2m height restrictions in the tenancy agreement, it was proposed this be increased to 4m. This was not supported by members; however, it was agreed in principle that the height restriction be increased to 3m when tenancies are updated for 2018. Members from both HHCAG and HVCAG agreed to “roll out” the new ruling and have any hedge exceeding 3m cut, and inform plot holders to do the same in preparation for the new lease.
08/05-2017	Hampton Vale Drainage The Clerk reported that at the meeting of the Full Council on 4 May 2017 it was agreed to fund the cost of £200.00 for a mini digger at the HVCAG site, to excavate drains in order that flooding be elevated on plots 5, 6 and 38H. A date for the work was agreed with Nikki Clifton as 1 July 2017, to align with the planned inspection.
09/05-2017	Risk Assessments Cllr Pratt proposed that dates be arranged directly with each Association Chair. Cllr Pratt to action. Aiming for Assessment to be completed around the end of July, depending on availability. This was supported by all members.
10/05-2017	Items for Future Agendas Members put forward the following suggestions: <ul style="list-style-type: none">• Review of current Tenancy agreement for 2018
11/05-2017	Date of Next Meeting Members agreed Tuesday 8 th August 2017 as the next meeting date.
12/05-2017	Meeting Closed at 8:35pm