



Hampton Parish Council

Making it happen for the Parish of Hampton Hargate and Vale

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Clerk: Ms K Day

Minutes of the meeting of the Allotments Sub-Committee held at 7.00pm on Tuesday 7 February 2017 at the Tesco Community Room, Serpentine Green Shopping Centre, Hampton, Peterborough.

Members: 9 Quorum: 3

The meeting was open to the public and press.

Present: Cllrs Patel, Pratt and Sharp, Cheryl Riotto HVCAG Chair, Nikki Clifton HVCAG Secretary, Roy Chilcot HHCAG Rep and Nicola Foot HHCAG Secretary.

30/02-2017	Health and Safety Information The Chair provided Health and Safety information regarding the venue.
31/02-2017	To receive and consider the approval of apologies for absence Apologies were received and accepted from Cllrs Amps and Toynton-Ward.
32/02-2017	Public Forum There were no members of the public present.
33/02-2017	Minutes of the Meeting of the Allotments Sub-Committee held on Tuesday 20 December 2016 Members to resolve to approve the minutes of the Meeting of the Allotments Sub-Committee held on Tuesday 20 December 2016 (circulated). <i>It was proposed by Cheryl Riotto HVCAG Chair, seconded by Nikki Clifton HVCAG Secretary and carried the minutes of the meeting held on Tuesday 20 December be adopted.</i>
34/02-2017	Matters Arising There were no matters arising from the minutes of the meeting held on Tuesday 20 December 2016.
35/02-2017	Hampton Hargate Community Allotment Garden Renewal Update The Deputy Clerk confirmed all payments received and matters outstanding in relation to Hampton Hargate Allotment Gardens. Further to this, all current plot holder's details were cross referenced with those held by Nicola Foot, HHCAG Secretary and confirmed to be correct.
36/02-2017	Hampton Vale Community Allotment Garden Renewal Update The Deputy Clerk reported all payments received and matters outstanding in relation to Hampton Vale Allotment Gardens. Further to this, all current plot holder's details were cross referenced with those held by Nikki Clifton, HVCAG Secretary and confirmed to be correct.
37/02-2017	Hampton Hargate Community Allotment Garden Association Update In the absence of a current Chair, Roy Chilcot reported to the Allotments Sub-Committee that following the HHCAG AGM in January no committee was formed. In the absence of a Chair, Nicola Foot HHCAG Secretary took the meeting. An EGM has been scheduled for 8 February 2017 where they hope to form a committee. As the outgoing Chairman was not present, Nicola asked that the Deputy Clerk write to him to ask for confirmation of his position and to request the return of the 10 sets of spare keys held as part of his post. There are currently 6 vacant plots on the site.
38/02-2017	Hampton Vale Community Allotment Garden Association Update Cheryl Riotto, HVCAG Association Chair reported that there are currently 5 vacant plots, 3 flooded and 3 soon due to become vacant. As the flooding on site shows no improvement, Cheryl added that drainage work planned for the summer is now long overdue and requested this be raised at the next Hampton Parish Council meeting for action, as materials have been left at the site for some months now. The use of a mini digger will be required to excavate the drains. Cheryl Riotto and Nikki Clifton agreed to assist the Deputy Clerk in drawing up plans for the required work.

39/02-2017	<p>Risk Assessments</p> <p>Cllr Pratt reported that risk assessments were carried out on both sites in August 2016, no substantial risks were found on either site. Some minor issues were noted for future inspections. It was agreed with HVCAG that Cllr Pratt would conduct the next annual risk assessment of the site on 19 August 2017 and that a date would be agreed at the next meeting for Hampton Hargate.</p>
40/02-2017	<p>Items for Future Agendas</p> <p>Members put forward the following suggestions:</p> <ul style="list-style-type: none"> • HHCAG Raised Beds • HVCAG Drainage Update
41/02-2017	<p>Date of Next Meeting</p> <ul style="list-style-type: none"> • Members agreed Tuesday 23rd May 2017 as the next meeting date.
42/02-2017	<p>Meeting Closed at 8:14pm</p>