

## RUSTINGTON PARISH COUNCIL

### ALLOTMENTS COMMITTEE

**MINUTES:** of the Meeting held on 7 January 2019

**PRESENT:** Councillors Mrs S Partridge (Chairman), J Bennett, Mrs C Broomfield, T Field, M Jones and J Street

M Kempson and F Spanton (Rustington Horticultural Association)

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#### **1/19 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Grevett (Holiday). This apology was accepted by the Committee.

#### **2/19 DECLARATIONS OF INTEREST BY MEMBERS**

There were no declarations of interest by Members.

#### **3/19 MINUTES**

The Minutes of the Meeting held on 8 October 2018 were signed by the Chairman as a correct record.

#### **4/19 MATTERS ARISING FROM THE MINUTES**

##### **(a) Unauthorised Erection of Plot Boundary Boarding/Fencing - Conbar Avenue Allotment Site**

The Clerk referred to Minute 37/18 and reminded the Committee of its previous decision for the Tenant of a plot on the Conbar Avenue Site to be advised that the boarding/fencing that had been erected without any authorisation, should be removed with immediate effect.

She said that, in accordance with the Council's instruction, the Tenant concerned had removed the boarding/fencing.

#### **5/19 SITE INSPECTIONS AND OTHER ASSOCIATED MATTERS**

The Clerk reported on Site Inspections and other associated matters for the period from October 2018 to December 2018, as follows:-

##### **October**

###### Penfold Lane Allotment Site

Plot 2 - New Tenant  
Plot 2A - Shed and Polytunnel Request  
Plot 4A - New Tenant  
Plot 30A - New Tenant  
Plot 39 - New Tenant  
Plot 39A - Tidy Up Letter

###### Conbar Avenue Allotment Site

Plot 31 - New Tenant

**November**

Penfold Lane Allotment Site

- Plot 4 - 'Tidy Up' Letter
- Plot 39 - Polytunnel Request

**December**

Penfold Lane Allotment Site

- Plot 7A - Tenancy Terminated
- Plot 41 - Tenancy Terminated
- Plot 48 - Tenancy Terminated
- Plot 48 - Tenancy Terminated
- Plot 35A - Tenancy Terminated
- Plot 37 - Tenancy Terminated
- Plot 37A - Tenancy Terminated

Conbar Avenue Allotment Site

- Plot 3 - Tenancy Terminated
- Plot 34A - 'Tidy Up' Letter

Worthing Road Allotment Site

- Plot 4 - Tenancy Terminated

**6/19 VACANT PLOTS AND WAITING LIST - CURRENT POSITION**

The Clerk reported that, at the present time, all vacant plots were under offer, with four local Residents on the Waiting List who, in the main, were waiting for specific Sites and/or Plots.

She said that the annual rents were still being received in the Council Offices, but it seemed that the majority of Tenants were continuing with their Tenancies.

The Committee was pleased to NOTE this information.

**7/19 DATE OF NEXT MEETING**

The Chairman reminded the Committee that the next Meeting was scheduled for 8 April 2019, commencing at 6.30 pm.

The Committee NOTED this information and also noted that the next Site Inspection would take place on 13 February 2018.

**Chairman:** ..... **Date:** .....