



# **BOGNOR REGIS TOWN COUNCIL**

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,  
Bognor Regis, West Sussex PO21 1LD  
Telephone: 01243 867744 Fax: 01243 865744  
E-mail: [bognortc@bognorregis.gov.uk](mailto:bognortc@bognorregis.gov.uk)

## **MINUTES OF THE ALLOTMENTS SUB-COMMITTEE MEETING**

**TUESDAY 6<sup>th</sup> NOVEMBER 2012**

**PRESENT:** Cllrs. P. Dillon (Chairman), W.Toovey, D.Meagher and Mrs. J. Warr.

**IN ATTENDANCE:** Mr. P. Ledword, Mr. M. Bicknell, Miss S. Trodd, Mrs. V. Johnson and Mrs. T. Griffiths (Tenants' Representatives)  
Ruth Hambleton (Committee Clerk)  
Sheila Green (Allotment Committee Clerk)

*The meeting opened at 6.30pm*

### **1. TO APPOINT THE CHAIRMAN AND VICE-CHAIRMAN OF THE SUB-COMMITTEE**

#### **1.1 Chairman**

It was proposed and seconded that Cllr. P. Dillon be nominated Chairman of the Allotments Sub-Committee. There being no other nominations, it was **RESOLVED** that Cllr. P. Dillon be duly elected Chairman of the Sub-Committee for 2012-2013.

#### **1.2 Vice-Chairman**

It was proposed and seconded that Cllr. W. Toovey be nominated Vice- Chairman of the Allotments Sub-Committee. There being no other nominations, it was **RESOLVED** that Cllr. W. Toovey be duly elected Vice-Chairman of the Sub-Committee for 2012-2013.

Cllr. Dillon took the Chair.

### **2. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE**

The Chairman welcomed those present. Apologies had been received from Cllrs. J. Brooks and T. Gardiner

### **3. DECLARATIONS OF INTEREST**

Members and Officers were reminded to make any declarations of Pecuniary and/or non-Pecuniary interests that they may have in relation to items on this Agenda

Members and Officers should declare an interest by stating:-

- a) The item they have an interest in
- b) Whether it is a non-Pecuniary interest and the nature of the interest
- c) Whether it is also a Pecuniary interest

- d) If it is a Pecuniary interest, whether they will be exercising their right to speak under Question Time.

They then need to re-declare their interest and the nature of the interest at the commencement of the item or when the interest becomes apparent. They should request that it be recorded in the Minutes that they will leave the meeting and will take no part in discussion, nor vote on, the item.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Pecuniary and non-Pecuniary. These forms to be returned to the Committee Clerk at the end of the meeting to enable all declarations of interest to be accurately recorded in the Minutes. Members were reminded that it is their responsibility to notify the Monitoring Officer of all Pecuniary Interests, not already recorded on their Register of Interests Form, within 28 days.

The Committee noted that there were no Declarations of Interest made at this point in the Meeting.

4. **RATIFICATION OF CO-OPTED MEMBERS AS RECOMMENDED BY THE AGM HELD ON THE 9<sup>th</sup> OCTOBER 2012 - MR. M. BICKNELL, MR. P. LEDWORD, MISS S. TRODD, MRS. V. JOHNSON AND MRS. T. GRIFFITHS AS CO-OPTED NON-VOTING MEMBERS OF THE SUB-COMMITTEE**

The Sub-Committee **RESOLVED** to **RECOMMEND** confirmation of the appointment of Mr. M. Bicknell, Mr. P. Ledword, Miss S. Trodd, Mrs. V. Johnson and Mrs. T. Griffiths as co-opted non-voting members of the Sub-Committee.

5. **TO APPROVE THE MINUTES OF THE MEETING HELD ON 8<sup>th</sup> NOVEMBER 2011**

The Sub-Committee **RESOLVED** to approve the Minutes of the Meeting held on 8<sup>th</sup> November 2011 as a true and accurate record of the proceedings and they were signed by the presiding Chairman.

6. **TO ENDORSE THE RECOMMENDATIONS MADE TO THE ENVIRONMENT & LEISURE COMMITTEE IN THE NOTES OF THE MEETING THAT WAS NOT QUORATE HELD ON THE 12<sup>th</sup> JUNE 2012**

The Sub-Committee noted that there had not been a quorum present for the meeting scheduled to be held on 12<sup>th</sup> June 2012. It was **RESOLVED** to endorse the Notes containing the recommendations made to the Environment and Leisure Committee by the Councillors present. A copy of the Notes would be appended to these Minutes as **Appendix 1**.

7. **MATTERS ARISING FROM THE MINUTES WHICH ARE NOT SEPARATE AGENDA ITEMS**

There were no matters arising.

8. **RATIFICATION OF EXPENDITURE OF £76.80 EXCLUDING VAT FOR REMEDIAL WORK TO SUBSIDENCE NEXT TO PLOT 34 – DEFERRED FROM LAST MEETING**

The Sub-Committee **RESOLVED** to approve the expenditure of £76.80 excluding Vat for remedial work to subsidence next to plot 34.

9. **CONSIDERATION OF ANY MATERS RAISED BY TENANTS AT AGM HELD ON THE 9<sup>th</sup> OCTOBER 2012 INCLUDING: THE USE OF HERBICIDES & PESTICIDES AND THE PROBLEM OF FOXES**

9.1 **Foxes**

Discussion was held regarding the best way to deal with the problem of foxes on the allotments and a number of options were considered. The Committee Clerk reported that the ADC Pest Control Officer for Bognor Regis had been approached and his suggestion was either to lay pellets that release a smell obnoxious to foxes or to continually disturb their den so they move on. It was **AGREED** to monitor the situation and severity of the disruption they cause and to then act accordingly.

9.2 **Herbicides & Pesticides**

Concerns had been raised that there was evidence of weedkiller having been used on the allotments which is prohibited. (Tenancy Agreement 3-P). The ability to enforce this rule is very difficult as it is not possible to detect with certainty who the offender is or identify what is being used. Discussions were held as to whether to make the allotments completely organic and to ban the use of all substances but this was rejected. It was agreed that it was necessary to raise awareness of this rule as it is evident that not all tenants are reading their agreement. It was **RESOLVED** that notice boards be made and erected on all the entrance gates highlighting the rule and the Allotment Sub-Committee representatives were asked to be vigilant.

10. **TO CONSIDER RESOLVING ISSUES WITH MARES TAIL ON PLOTS 11A & 12B**

(PLEASE NOTE: One of the plot numbers on this item was incorrectly shown on the agenda as plot 11b and should have been plot 11a)

Mares tail is becoming a huge problem on the original site. It is believed the source is on plot 12b but has rapidly spread and 11a is now rampant. Both plots have been vacated because of the problem and new tenants are unwilling to take them on. If left, the weed will continue to spread to other plots. For the time being 11a & 12b have been covered but a long term solution must be considered. Covering will only contain the spread above ground so neighbouring plots are still at risk. Research has shown that the only effective solution is for the area to be sprayed. Whilst the Council is reluctant to do so it was suggested that a controlled spray by the Town Force specialist technician be implemented to rid the plots of the blight. A Councillor offered to ring various other councils to see how they deal with the situation and report back. The Sub-Committee **AGREED** to proceed with using weed killer on these plots following liaison with neighbouring tenants. The plots would not be re-let in this rental year to ensure the plots are clear.

11. **TO CONSIDER FUTURE AGM'S AND AWARDS GIVEN**

Following the disappointing turn out for the annual awards and AGM evening the Sub-Committee were asked to consider its future. It was agreed that the Most Improved Plot award voted for by the tenants was misleading and should be changed to the Best Plot as Voted for by the Tenants. It was suggested that the voting form ask tenants to vote for just one plot. This was **AGREED**. The other awards will continue. It was **AGREED** that the Bognor Regis In Bloom Working Party should be approached to see if the presentations can be linked into their annual awards evening. If the In Bloom Working Party is in agreement the AGM will no longer be necessary and will cease. The Committee Clerk would investigate the best way forward.

**12. REPORT ON LETTINGS**

**12.1** The Committee Clerk reported that there were four outstanding renewals on the original site and one on the re-established site. Final reminders had been sent and eviction notices would be served if no response is received.

**12.2** Plot 7b has been caretaken by Mr. Penfold (plot 7a) since it was vacated in July 2012. As it is mostly covered in trees it is not considered suitable to let for cultivation. The Sub-Committee discussed whether to keep the trees and offer the plot as it is to an organisation that would prefer a plot with minimal maintenance, or perhaps offer the trees to the Greener Bognor Network or Bognor Community Gardeners for their various projects. After discussion it was agreed that as Mr. Penfold is caretaking the plot and is waiting for another that it be offered to him first. If he would like the trees removed then an offer will be made to the aforementioned gardening organisations.

**13. REPORTS FROM ALLOTMENT HOLDERS INCLUDING REPORT ON CONDITIONS OF PLOTS**

**13.1 Plot 2**

Mr. Bicknell reported that it appeared the new tenant had sown grass seeds on the plot. All plots should be cultivated with the exception of plots 3 & 7. A letter will be written to the tenant to clarify and resolve this situation.

**13.2 Plot 59**

Miss Trodd was concerned that plot 59 had been sub-let which is not permitted but proving this to be the case would be difficult. The Committee Clerk would investigate this matter and the best way forward.

**14. CORRESPONDENCE**

There was no correspondence to report.

*The Meeting closed at 7.55pm*