

**Report of meeting of Allotment Sub Committee held in
Heritage Centre, Town Hall on 31st May 2011**

Present; Councillor B Gant – Chairman

Councillors; E Hacker
R Austin
Mrs A Matthews

In attendance; Councillor E Williams – Town Mayor
Councillor Mrs S Bagstaff – Chair Buildings and Recreations
Mrs R Quinn – Town Clerk

No apologies were tendered as the full committee was present.

Councillors Gant and Councillor Austin declared an interest but have received special dispensation to talk and vote except financial and property (giving out of allotment plots and financial affairs).

Allotment Tenancy Agreement

Committee members had previously been circulated with a copy of an email received from Ms J Ham, Lawyer, Vale of Glamorgan Council, and a copy of a Proposed Draft Allotment Tenancy Agreement.

Councillor Gant informed Committee members that he felt the Draft Agreement was suitable and covered most of the concerns the Sub Committee had previously raised. The only exception being, it did not cover allotment plots being held by members of the same family, which was the biggest concern at present, with so many residents on the waiting list.

Committee members discussed how best this could be written into the Agreement and how it could be implemented and controlled. Which family members would, for example, be excluded from applying for another allotment? Committee members discussed their concern over this at length. The Town Clerk suggested that perhaps the Draft Agreement could be kept as it is, but on the forms that the Town Council office issue to residents when they wish to join the allotment waiting list, be altered. This form could include a question, ‘Are you related to any person or persons who currently rent an allotment? If yes what is that relationship?’ This would then allow the Town Clerk to bring each individual case to the Full Town Council for consideration and this resident would then be excluded from the allotment list.

Committee members discussed the comment within the email from Ms Ham that hens and rabbits are permitted on allotments, although we do not mention this in our Agreement. Committee members felt it would not include this point within the Agreement.

The Town Clerk raised concerns regarding the parking on site. Committee members assured her that the area of land where cars park is not owned by the Council.

Committee members discussed the comment regarding no planning permission being required for sheds. This was news to Committee members as they had always been lead to believe planning permission was required.

RECOMMENDED: That the Allotment Application Form be amended to include the questions;
Are you related to any person or persons who currently rent an allotment? If yes what is that relationship?
Therefore, no mention of this be included within the Agreement.
That should any applicant be related to any person or persons currently renting an allotment, the application be brought before Full Town Council for a decision.

Further

RECOMMENDED: That the point hens and rabbits are permitted on allotments, not be included in the Agreement.