

**Report of the Allotment Sub-Committee Meeting held at the Allotment Site, Llantwit Major at 9:30am on Tuesday 18<sup>th</sup> August, 2015.**

Present; Councillor J. Evans – Chairman.  
Councillor Mrs P Lancaster.  
Councillor Mrs S Geary  
Councillor M Mason.

There were no Declaration of Interests received.

**To discuss inspection by Allotment Sub Committee held on 18<sup>th</sup> August 2015 at 9:30am**

Committee members inspected and discussed each plot on the Allotment site. Committee members noted that two of the double tap connections on the water points had been removed. Also one of the protection boxes surrounding the tap had been damaged and one of the water point boxes had been removed.

Following the inspection Committee members at the meeting recommended the following:

**Recommended:**

- 1) The Deputy Town Clerk to write a letter to plot holder 8A(b) issuing 1<sup>st</sup> warning letters regarding their overgrown Allotment plot.
- 2) The Deputy Town Clerk to write a letter to plot holder 4B(a) to request work is undertaken on their plot which has become very overgrown.
- 3) The Deputy Town Clerk to write a letter to plot holder 7B requesting that the overgrown area around the plot holders Polytunnel and access path down the centre of the plot is cleared of all overgrown weeds.
- 4) That permission be given to look into replacing the two damaged water point boxes that have been damaged/removed. The work should be undertaken before Winter to prevent the taps/pipes freezing in the cold conditions.

**To discuss Agenda Brief and quotation to look at renumbering Allotments effective January 2016**

Committee members were circulated with an Agenda Brief detailing renumbering the Allotment plots into numeric order only. Also attached were details of wooden/ plastic labels signs to put on all the Allotment Plots. Committee members discussed the feasibility

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of renumbering the Allotment Plots. Councillor Mrs P Lancaster expressed concerns that if plastic numbered labels were purchased they could easily become worn and brittle.

**Recommended:**

- 1) That the Allotment Plots be renumbered with numeric values only effective from when the Annual Invoices for 2016 are sent out.
- 2) That the Deputy Town Clerk re draw the Allotment Site Plan in A3 and A4 formats with the new numeric plot number system. These will be laminated and placed on the Notice Board on Llanmaes Road and in the Town Hall.
- 3) That decision regarding what labels to purchase for the Allotment Plots be deferred to the next Meeting. Councillor J Evans has an alternative idea he wishes to investigate and will bring back to the next Meeting.

**To discuss letter received from plot holder 27A**

Committee members were circulated with a letter received from Allotment Plot Holder 27A in response to the Committees request to tidy up certain areas of this Allotment Plot. The Plot holder informed the Committee that the areas in question were being used for re seeding and growing Rhubarb and Blackcurrants and were not overgrown as the Committee suggested. Committee members further inspected 27A and agreed the Plot was now satisfactory and therefore no response to this letter was required.

**Update on request to Llantwit Major Fire Brigade to cut hedges on Allotment Site**

Committee members were circulated with an email and letter sent to the Legal Officer of South Wales Fire and Rescue Service detailing a request from the Allotment Committee to look at trimming the overgrown hedges and trees along the back wall by the Horticultural Society Building. The Deputy Town Clerk informed Committee Members that she as of yet had not received an official response from the Legal Officer but following a telephone discussion with the Legal Officer the Deputy Town Clerk was hopeful this issue would be resolved.

**Date and Time of next meeting**

The date and time of the next meeting will be on Monday 12<sup>th</sup> October 2015 at 9:30am at the Allotment Site.