

1.

Report of the Allotment Sub-Committee Meeting held at the Allotment Site, Llantwit Major at 9:30am on Monday 18th January 2016.

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

There were no Declaration of Interests received.

Report of the last meeting held on 12th October 2015 and ratified at Full Town Council Meeting on 29th October 2015

Committee members were previously circulated with the Report of the last meeting held on 12th October 2015 and ratified at the Full Town Council Meeting held on 29th October 2015. The Deputy Town Clerk informed Committee Members that there had been no response to some letters sent out following the Allotment inspection held on 12th October 2015.

Recommended: That the Deputy Town Clerk write a further letter to Allotment Plot Holder 19a© requesting a meeting at the Allotment site to discuss and formalise the boundaries of this Allotment Plot.

Recommended: That the Deputy Town Clerk write to the Legal Officer of the South Wales Fire and Rescue Service thanking his team for clearing the far wall of the Allotment / Fire Station. Request if they would also clear the wall/hedge area running alongside the Fire Station/ Horticultural Garage.

To discuss inspection by Allotment Sub Committee held on 18th January 2016 at 9:30am

Committee members postponed the inspection of the Allotment Site to be held on the 18th January 2016 due to the poor weather conditions.

Recommended: That the next inspection be held in April 2016 when the weather conditions and Allotment ground surface has improved.

To note finalised renumbered Site Plan and update on number plaque signs

Committee members were previously circulated with a renumbered site plan of the Allotment Site. Noted.

Councillor Evans informed Committee members that he had been unable to obtain new numbered plaque signs. Committee members discussed ideas for sourcing alternative number plaque signs.

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Recommended:

- 1) That Councillor Mason contact the VCS Organisation in Barry to see if they would like to undertake a Project to make numbered Plaque Signs for the Allotment site. Ideally the Committee would like the plaques to be 2ft above ground and made of plastic.

- 2) That the Deputy Town Clerk contact the Vale of Glamorgan Council and Bridgend Town Council to ask how they number and identify their plots on their Allotment Sites.

To discuss Agenda Brief re new Notice Board on the Allotment Site

Committee members were circulated with an Agenda Brief detailing costings of installing a Notice Board on the Allotment Site. Committee members reviewed the Quotations and agreed that the Notice Boards were very expensive and there was no budget at present to fund this project. Committee members discussed alternative ideas for displaying Allotment information on the Allotment Site.

Recommended:

- 1) That a letter be written to the Horticultural Society asking if they would consider a Notice Board, purchased by the Town Council to be secured to the outside of the Horticultural Garage, for use of by the Allotment Sub Committee and the Horticultural Society.

- 2) That an item be placed on the Full Town Council Agenda to discuss the Town Council renewing their membership to the Horticultural Society at a cost of £5.00 per annum.

- 3) That the existing Notice Board on Llanmaes Road, by the Allotment Site, be used at present, to display the new numbered Allotment Site plan.

Update on the water point boxes on the Allotment Site

The Deputy Town Clerk updated Committee Members that the two broken water point boxes have been removed and the pipes have been fully lagged with foam insulation pipe to hopefully prevent frozen pipes during the winter months. She stated that the water had also been turned off at the mains as a further preventative measure during the winter period.

To discuss letter received from plot holder 6A(B), Mr Mathew Davies & plot holder 6B, Mr Roly Hughes

Committee Members were previously circulated with a letter received from plot holder 6A(B), Mr Mathew Davies requesting to take over a small part of Allotment Plot 6B. Plot

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Holder 6B is finding the plot too much to maintain and would like to reduce the size of this plot. Committee members discussed this matter and had concerns that if this was offered to Plot holders 6A & 6B other tenants could follow and the shapes and sizes of Allotment plots could become even more diverse.

Recommended: That the Deputy Town Clerk write to plots holders 6A(B) and 6B informing them that their request had been declined.

Date and Time of next meeting

The date and time of the next meeting will be on Monday 4th April 2016 at 9:30am at the Allotment Site.