

1.

**Report of the Allotment Sub-Committee Meeting held at the Allotment Site, Llantwit Major at 10:00am on Monday 4<sup>th</sup> July 2016.**

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

Apologies: Councillor Mrs P Lancaster

There were no Declaration of Interests received.

**Report of the last meeting held on 23<sup>rd</sup> May 2016 and ratified at Full Town Council Meeting on 30<sup>th</sup> June 2016**

Committee members were previously circulated with the Report of the last meeting held on 23<sup>rd</sup> May 2016 and ratified at the Full Town Council Meeting held on 30<sup>th</sup> June 2016. Noted.

**To discuss inspection by Councillor J Evans & the Deputy Town Clerk held on 1<sup>st</sup> July 2016 at 10:00am**

Councillor Mr J Evans and the Deputy Town Clerk inspected and discussed each plot on the Allotment site. Following the inspection Councillors at the Meeting recommend the following:

**Recommended:** That first warning letter be sent to Plots Holder 20.

Further

**Recommended:** That second warning letters be sent to plot holders 72 & 73.

Further

**Recommended:** That a letter be written to Plot Holder 31 requesting that the blackberry bush on their plot is cut back once the fruit has been harvested.

**To note Rota for Councillors Allotment Inspection**

Councillors were previously circulated with a copy of the Rota for the Councillors Allotment Inspection.

**Recommended:** That the Rota be adopted. Councillor Mick Mason will undertake the next inspection a few days prior to the next Meeting in August.

2.

**To discuss Skip Hire on the Allotment Site subject to ratification by Full Town Council on the 30<sup>th</sup> June 2016**

Councillors were previously circulated with a Rota for Councillors to monitor the Skip Hire on the Allotment Site on the 17<sup>th</sup> September and a draft letter to be sent to all Allotment Tenants confirming that a Skip will be placed on the site on the 17/9/2016. Councillors discussed the Rota for the day and agreed slots when they were available to assist on the Allotment Site.

**Recommended:** That an email be sent to all Councillors asking if they are available to assist with monitoring the Skip on the Allotment Site on the 17<sup>th</sup> September 2016. State that it will be an hourly Rota.

Further

**Recommended:** That the Tenants letter informing them of the Skip being on site on the 17<sup>th</sup> September be sent to all Tenants at the beginning of August 2016.

**To discuss issues with rubbish being dumped by Horticultural Shed on the Allotment Site**

Councillors were updated by the Deputy Town Clerk on the Horticultural Society's concerns regarding rubbish that is dumped by the Horticultural Building. Councillor Mrs S Geary informed Committee Members that the Horticultural Society was going to place a Notice regarding 'No dumping of Waste' on their Notice Board. They will monitor the situation and inform the Allotment Sub-Committee if any further action is required.

**Date and Time of next meeting**

The date and time of the next meeting will be on Monday 22<sup>nd</sup> August 2016 at 10:00am in the Heritage Centre.