

1.

Report of the Allotment Sub-Committee Meeting held at the Allotment Site, Llantwit Major at 10:00am on Monday 22nd August 2016.

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

Apologies: Councillor Mrs S Geary

There were no Declaration of Interests received.

Report of the last meeting held on 4th July 2016 and ratified at Full Town Council Meeting on 28th July 2016

Committee members were previously circulated with the Report of the last meeting held on 4th July 2016 and ratified at the Full Town Council Meeting held on 28th July 2016. Noted.

To discuss inspection by Councillor M Mason & the Deputy Town Clerk held on 17th August 2016 at 11:00am

Councillor Mr M Mason and the Deputy Town Clerk inspected and discussed each plot on the Allotment site. Councillors agreed to continue August inspections in future years as it highlights clearly plots not being worked on. Following the inspection Councillors at the Meeting recommend the following:

Recommended: That first warning letters be sent to Plot Holders 31, 45, 63 & 77.

Further

Recommended: That a letter be written to Plot Holders 39 asking if the tenant would like to give up his/her Allotment Plot.

Further

Recommended: That a letter be written to Plot Holder 1, 9, 26 stating their plots are overgrown and requesting that they are tidied up.

To confirm arrangements for Skip Hire on 17th September 2016

Committee Members had previously been circulated with a Rota for supervising the Skip Hire on the 17th September 2016. The Deputy Town Clerk confirmed to the Committee the skip had cost £240.00 (inc. Vat) to hire. She also confirmed that letters had been sent out to all Tenants. The letters stated that the Skip was for building waste only.

2.

Verbal update regarding renumbering of Allotment plots

The Deputy Town Clerk updated Committee Members of the latest progress on renumbering the Allotment Plots. She confirmed that she had made all the numbered plot signs (1 to 86) and they were ready to be installed in each Tenants Allotment Plot.

Recommended: Committee members will place all numbered plot signs in each Allotment Plot on the 17th September 2016.

Date and Time of next meeting

The date and time of the next meeting will be on Monday 26th September 2016 at 10:00am in the Heritage Centre. Councillor Mrs P Lancaster will inspect the Allotment Site with the Deputy Town Clerk prior to this date.