

**HONITON TOWN COUNCIL**  
**ALLOTMENTS WORKING GROUP**

**Notes of Meeting on Friday 2<sup>nd</sup> July at 3pm**

**Present: Cllr Roy Coombs, Cllr Fiona Hanratty, Cllr Kate Cloke, T Darrant, Heloise Marlow, Mr Martin Banks (item 1 only)**

**1. Site Meeting**

Members of the WG met Martin Banks and reviewed the construction progress. The following was noted:

- The kissing gate on the eastern boundary at the entrance of the site would be a disabled access gate.
- A fence would ensure that walkers stayed on the permissive path rather than going through the allotments and the construction of the fence was in progress. It was agreed that further fencing would be required in addition to that already agreed to block off the old pp and to prevent members of the public from falling into the ditch.



- The path was being cleared.
- Waymark signs to be provided.
- Whilst not part of the allotment project, work was still required to improve access from Roundball Lane.
- Combe Estate have yet to finish the pipe work for water supply.
- MB will be providing costings for the proposed water storage facility recommended.



Members of the Allotments WG 2.7.21

## **2. Appointment of Chair and Vice-Chair**

Cllr Hanratty and Terry Darrant confirmed that they were putting themselves forward for Chair.

Cllr Cloke proposed by Cllr Hanratty and Terry Darrant be elected co-Chairs of the WG. This was seconded by Cllr Coombs and agreed unanimously.

Cllr Cloke proposed that Cllr Coombs be elected Vice-Chair and this was seconded by Terry Darrant and agreed unanimously.

## **3. TOR**

Members discussed the TOR for the previous WG and suggested amendments. Draft TOR for approval by Full Council attached.

## **4. WG notes – 21<sup>st</sup> May 2021**

Cllr Coombs proposed that the notes from the meeting on the 21<sup>st</sup> May 2021 be approved as a true record. This was seconded by Terry Darrant and agreed unanimously.

## **5. Actions under Delegated powers**

HM confirmed that actions recommended in May had been progressed under the TC's delegated powers. The removal of the proposed footbridge and two kissing gates from the plans had also been agreed with MB together with the new fencing. HM had contacted EDDC to establish whether any of the changes required planning consent and was waiting to receive their response.

## **6. Plot allocation and tenancy agreement**

HM confirmed that two letters would be sent next week to persons on the waiting list. One would be to all on the waiting list with an update and the other would be to the first 28 on the list requesting their preference for a ½ or ¼ plot. HM confirmed that the waiting list had recently been updated – some had dropped out for reasons of ill health, moving house or death. HM to provide TD with how many had dropped out.

The next step is to agree a draft tenancy agreement for plot holders and rents. HM to provide WG with tenancy agreements and rent details collated from other Councils. WG to agree a draft tenancy agreement and proposed rents for Full Council approval on 15<sup>th</sup> July.

## **7. Update on Clapper Lane Allotments**

HM advised Members that she had spoken with the enforcement officer at EDDC who had confirmed that he had investigated the alleged planning breaches. He had concluded that there were no planning breaches so would not be taking any enforcement action. However, he had conceded that there had been breaches of the S106 agreement.

It was agreed that HM would speak to the S106 officer at EDDC. The EDDC Cllrs for St Paul's Ward would be contacted by members of the WG.

## **8. Next meeting**

Thursday 8<sup>th</sup> July at 5.30pm.

Heloise Marlow

Deputy Town Clerk

Honiton Town Council