

GREAT SHELFORD PARISH COUNCIL

Minutes

Cemetery and Allotments Committee meeting held in the Pavilion, Woollards Lane on Thursday 7th April 2016 at 7pm

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1. Present: Councillors Helen Harwood (Chair), Angela Milson (from 19.23), Bridget Hodge, Barrie Ashurst.
5 members of the public
Apologies Received: Stephen Chittenden

Delay – the meeting was delayed and started at 7.20pm due to no key holder being present and the key had to be obtained from the Clerk's house.

2. Declarations of interests received.
Councillor Hodge declared as an allotment holder

5 Members of the public present

The Chair presented the Allotment Rents 2016/17 Discussion Document.

The document contains proposals for a new charging system at the Stonehill Rd site

The Cemetery allotment charging will continue at the present 3 size system.

The Chair had undertaken the task of measuring all the allotments.

The Members of the Public supported the proposed banding system which balanced the size of the plot with the administrative cost of the Clerk.

Members of the public made the following comments:

- (a) Some allotments are not being used and were overgrown, the Chair advised that she was not inclined to chase this too hard as there may be genuine reasons for the inactivity, however the matter would be kept under review as there was a waiting list for plots.
 - (b) It was suggested that additional grass cutting should be undertaken on the four main pathways as it made access to some plots difficult – the Chair is to approach the Clerk for an indication of the cost.
 - (c) There is an issue with dog faeces around the allotments and hedgerows, it was also noted that dogs sometimes run wild within the allotments.
 - (d) The council were asked to consider access issues if any development took place around the Rugby club.
3. Minutes of the previous Cemetery and Allotments Committee dated 26th November 2015 were approved and signed by the Chair.
 4. **Allotment Charging System**

The banding system for Stonehill Road and detailed in the discussion document was discussed and confirmed as the way forward.

The charges for the cemetery allotments are to be increased by 14% (£5 on a full size £35 allotment) and the present full / half / smaller system retained. The cost is above that at Stonehill - the justification for this was that there had not been any uplift for the two previous years and the cemetery site is superior to Stonehill.

Above two items proposed by Councillor Hodge and seconded by Councillor Milson and approved by the committee members present.

5. Tenancy Agreement

The Chair had reviewed the tenancy agreement and made some changes. Item 8 now reads "No garden waste is to be deposited along the boundary hedges" and Item 12 now reads "On quitting the plot the tenant must remove all garden equipment etc, including frames, benches, raised beds etc. If these are not removed, the Parish Council may dispose of them".

Item proposed by Councillor Hodge and seconded by Councillor Milson and approved by the committee members present. The Chair signed the document as adopted.

6. Improvements to Stonehill allotments

Dog faeces in the area were a major concern and the Clerk is to be asked to investigate the cost and feasibility of a bin in the area.

Where tenants did not use the plot it would be deemed that they were in breach of item 3 in the tenancy agreement and if thought appropriate the tenancy brought to an end.

Where plots were overgrown the possibility of "strimming the plot" will be considered, the Clerk to be asked to investigate costs.

7. Other matters

It was noted that the contractor is scheduled to cut the grass in the cemetery every 10 days, in 2015 the frequency was not maintained, during this year there will be increased scrutiny to ensure the regular cutting takes place.

It was proposed that a system of regular volunteers should be set-up to keep the cemetery tidy, the Chair to post an item in the Village News asking for volunteers.

With all Agenda items covered the Chair closed the meeting at 19.55 hrs.

Signed

Date

Chair
Cemetery and Allotments Committee
Great Shelford Parish Council

Note. All the above is the official minutes of the Parish Council Cemetery and Allotments Committee meeting on 7th April 2016 that have been reviewed by Committee with full adoption awaited at the next Cemetery and Allotments Committee meeting.