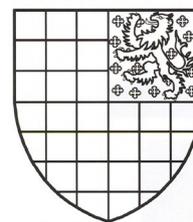


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**LEWES
TOWN
COUNCIL**

MINUTES

of a meeting of the **Allotments Working party** held on **Wednesday 13th January 2021** online via Zoom Meetings at **3:00pm**.

PRESENT Cllrs Bird; Catlin; Lamb (*Chair*); Makepeace; Dr Maples and Sains.

In attendance: S Brigden (*Town Clerk [TC]*); Fiona Garth (*Asst TC & Civic Officer*); Emma Tingley (*Customer Services Officer*); Brian Courage (*Town Ranger*)

AllotsWP2020/01 ELECTION of CHAIRMAN

Cllr Lamb was elected Chairman of the Committee for the 2020/21 year.

AllotsWP2020/02 APOLOGIES FOR ABSENCE: No message had been received from Cllr Burrows.

AllotsWP2020/03 DECLARATIONS OF INTEREST: Cllr Dr Maples declared an interest in that she is a Council allotment tenant, and Cllr Bird advised that his home borders and overlooks an allotment site

AllotsWP2020/04 QUESTIONS: There was a question seeking clarification of a description contained within the statement of the working party's remit.

AllotsWP2020/05 REMIT of the COMMITTEE

Members noted the remit of the working party as defined by Council:

- To consider proposals for changes in allotment policy and management, *eg* revision of policy and rules; introduction of eco-friendly practices; wider tenant responsibilities; allocation of tenancies and potential to reduce the nett cost of the service.
- The Working Party to focus upon rules and guidance that accord with the Council 'visioning' priority of environmentally-sound practices (and wider Government policy); that address current 'work-around' anomalies, and that create a positive environment for allotment holders wishing to engage more fully with sound environmental practices. Further; to consider potential for additional low or zero-cost activities to promote good ecological practice on allotments.

AllotsWP2020/06 BUSINESS OF THE MEETING:

The meeting briefly viewed the current form of Tenancy Agreement and the associated Conditions, together with a set of guidelines on eco-friendly allotment practices that had been introduced for the 2020/21 year.

There followed a detailed review of a discussion document which covered a broad range of aspects and features of the Allotments service, and suggested various policy elements and detailed proposals for new conditions.

Areas covered included:

- > Tenancy regulation and options for action in breach
- > Permitted activities and produce
- > Restriction of tenancies to parish residents.
- > Restriction on permitted groundworkers
- > Site security and tenant behaviour
- > Structures (*eg fencing/sheds/toolstores/ponds*)
- > Permitted/prohibited materials.
- > Composting

- > Wildlife and biodiversity
- > Pesticides; herbicides and fertilizers
- > Disposal of waste
- > Water supply and charging
- > Rental fees
- > Encouragement for adoption of eco-friendly practices

Members considered elements of this document in detail, and reached provisional agreement on some proposals, but time constraints prevented completion of the task.

AllotsWP2020/07

ADJOURNMENT of MEETING:

The work being incomplete, at the request of Members the Chairman adjourned the meeting, with the remainder of the business of the Working Party deferred pending resumption.

A date would be fixed as soon as reasonably practicable.

The meeting closed at 5:00pm

Signed.....

Date

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