

**MINUTES OF THE MEETING OF THE ALLOTMENTS AND ENVIRONMENT
COMMITTEE OF TRING TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, THE
MARKET HOUSE, TRING ON MONDAY 6th JUNE 2011 AT 8 p.m.**

Present: Councillors: J. S. Allan Town Mayor (in the Chair)
Mrs R. Ransley
S. Hearn
M. Hicks
N. Nutkins
Mrs G. Haynes

Co-opted Members: Brian Kazer (Tring Environmental Forum)
Mary Lynn Moxon (Tring Allotments Association)
John Savage (The Ramblers Association)
Rupert Wallis (Tring Allotments Association)

Also present: Mr K. Gray (Town Clerk)
Mr Colin Jones (Town Warden)
3 Residents

15998 **APOLOGIES**

RESOLVED: To receive and accept apologies from the Deputy Town Clerk.

15999 **DECLARATIONS OF INTEREST**

There were no declarations of interest regarding items on the agenda.

16000 **MINUTES**

The Minutes of the meeting held on 4th April 2011 were confirmed as a true record and signed by the Chairman.

16001 **MATTERS OF REPORT FROM THE MINUTES**

There were no matters to report.

16002 **PUBLIC PARTICIPATION**

RESOLVED: To suspend Standing Orders so that members of the public might speak.

Resident raised concerns about wild flowers being cut by the grass cutters. The Town Warden reported that he had specifically instructed them not to cut those areas. The matter will be raised with the contractors.

The Chairman presented Mr K Pemberthy with a certificate for the "Most Improved Allotment Award 2011". Mr Pemberthy was congratulated on the work he has done to improve his allotment.

16003 **CO-OPTION OF MEMBERS TO COMMITTEE**

RESOLVED: That the following organisations provide representatives to be co-opted to the Allotments & Environment Committee:

Tring Allotment Association	-	2 Members	Mary Lynn Moxon Rupert Wallis
Environmental Forum	-	1 Member	Brian Kazer
Ramblers Association	-	1 Member	John Savage
Chilterns Society	-	1 Member	Greta Brown

16004 **DUCKMORE LANE ALLOTMENTS**

The Clerk gave a verbal report on the recent inspection visit. Letters will be written to those tenants who are not managing their plots according to the allotment contract.

16005 **BULBOURNE ALLOTMENTS**

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16006 **BULBOURNE ALLOTMENTS CAR PARK**

The Clerk had copied a quote from T P Roche & Son Ltd for work to be carried out on the Bulbourne Allotment site. RESOLVED: To accept the quote from T P Roche & Son to supply and install 38 metres of fencing to extend the area of the allotment site as agreed by committee on 4/4/11. This will provide 4 new allotment plots. The Clerk to ensure the new allotment plots are strimmed ready for rental.

Action: Town Clerk & Town Warden

16007 **DUCKMORE LANE ALLOTMENTS**

The “wild flower” area was not being managed and is now a site for discarding unused items. The Clerk proposed that the area be strimmed and made part of the car park.

RESOLVED: To remove the current “wild flower” area near the entrance to the site and make suitable for vehicles to park.

Action: Town Clerk & Town Warden

16008 **COMMUNITY ALLOTMENT GARDEN**

Committee were asked to consider setting land aside for the use of groups of people to manage as a community garden.

RESOLVED: That the Clerk check the land deeds for specific use and covenants before committee decide on whether or not to have a community garden. To bring back to committee for further discussion.

Action: Town Clerk

16009 **APPEALS AGAINST EVICTION OR DOWNSIZING OF ALLOTMENT PLOTS**

Committee had previously discussed a draft constitution for an Allotment Management Team which included a Policy for dealing with Appeals. The Town Clerk gave an update on Allotment Management and the regulations laid down for Council’s to manage appropriately. The Clerk proposed to Committee that an Allotment Manager should be appointed to manage the allotment sites on a daily basis – this included all maintenance and decision making on administrative issues concerning the allotment sites. Any appeals or dissatisfaction would be raised at the Allotment & Environment Committee meetings if deemed necessary. Any problems or concerns by allotment tenants should be dealt with by the Allotment Manager/Town Clerk.

RESOLVED: To agree that the Town Clerk be appointed as the Allotment Manager and to oversea the allotment sites as detailed above.

16010 **MEMORIAL GARDEN**

Committee to consider any matters relating to the Memorial Garden.

The flower beds are not in a good condition and it appears that no one is managing these areas. The Clerk proposed that the management of the flower beds be delegated to the Town Clerk and Staff to manage and maintain.

RESOLVED: The Clerk to obtain a quote for removing all current flowers and replacing with new ones. The Clerk to replant the grassed over flower beds and to manage accordingly.

The Clerk to contact Tring in Transition and Sunnyside to inform them of the Committee’s decision.

Action Acting Town Clerk.

16011 **PARISH PATHS PARTNERSHIP**

John Savage reported that this years work replacing stiles was complete and all had been replaced with gates or removed. It was agreed to write to Clayton Rae, footpaths Officer to thank him for his work on the footpaths in Tring Parish. The Clerk was asked to check if this had been done.

Action: Town Clerk.

16012 **HASTOE HILL BENCH REPLACEMENT**

RESOLVED: To agree to the quote from T P Roche & Son Ltd to provide and install a new bench at the botton of Hastoe Hill.

The Clerk informed Committee that a resident had expressed a desire to purchase a bench and dedicate it to her late husband. She would like to purchase the Hastoe Hill bench and fix a plaque in memory of her husband.

RESOLVED: That the Clerk contact the resident and arrange to receive payment for the bench. The Clerk to arrange the installation and fixing of memorial plaque.

Action: Town Clerk/Town Warden

16013 **TOWN COUNCIL PLAY AREAS**

It was noted that the inspection of the Town Council play areas had taken place by RoSPA in May 2011. The Town Warden has dealt, or is dealing with issues raised from the inspection.

Action: Town Warden

16014 **REPORTS FROM CO-OPTED MEMBERS**

Discussion centred around the grass cutting regime which the Town Warden would raise with the grass cutters again. Positive feedback had been received about the footpath management and the new Kissing Gates. The Chairman of the Allotment Association invited the committee to their AGM.

16015 **CHAIRMAN'S COMMUNICATIONS**

No matters to report.

The meeting ended at 9.18 p.m.

Chairman