

**MINUTES OF THE MEETING OF THE ALLOTMENT AND ENVIRONMENT
COMMITTEE OF TRING TOWN COUNCIL HELD VIRTUALLY ON 7th DECEMBER
2020 AT 8.30pm**

Present: Councillors N. Nutkins (Chairman)
 P. Hearn
 P. McDowell
 B. Patterson
 R. Ransley

Also present M. Curry (Town Clerk)
 L. Housden (Newly appointed Clerk)
 D. Slade (Deputy Clerk)
 Cllr. R. Hollinghurst
 Ian Brownell (Allotment Association)
 Barr Kazer (Tring in Transition)

20278. APOLOGIES
None received

20279. DECLARATION OF INTEREST
None received

**20280. TO CONFIRM THE MINUTES OF THE ALLOTMENT AND
ENVIRONMENT COMMITTEE MEETING HELD ON 14th
SEPTEMBER 2020**

RESOLVED: To approve the minutes at the next meeting of the Committee

20281. CHAIRMAN'S COMMUNICATIONS
Cllr Nutkins had arranged to visit a local block manufacturer to observe the methods used to produce a sustainable product.

20282. PUBLIC PARTICIPATION
None present

Part 1 Allotments

20283. ALLOTMENT MANAGEMENT

The Deputy Clerk read her report which included:

1. Attended online course (Hertfordshire Association of Parish and Town Councils re. Allotment Tenancies and Policies presented by Lix Bunting and Ray How (National Allotment Society)

The National Allotment Society 90th year – co-operative and membership organisation. Protect statutory allotment land, ensure allotments included with new homes – 20 plots to 1000 homes. Offer legal advice. Insurance.

Definition of an allotment – no trade or business to be carried out. Present allotment law is set in statutes that were passed from 1908-1950 – still relevant and useful. Grow vegetables and fruit to feed a family.

Tenancy agreement – legally binding, setting out rights and responsibilities of plot-holder and landlord. 12 month agreement with exclusive possession. Should be clear and concise. Policies to support agreement e.g. cultivation standards, waiting lists will help prevent problems arising. All on the website. Should cover:

- Parties
- Term
- Rent and when the rent is due
- Cultivation and use (Allotment Act 1922)
- Prohibition and sub-letting
- Conduct
- Termination
- Observance of conditions of lease

Further conditions of tenancy can be appended to the lease and include trees, paths, hedges, water, livestock, dogs, waste, storage of chemicals and security.

Deposits – increasingly used. £50-100 recommended. But policies to back up standards expected for return of deposit when tenancy relinquished conditions of non-return

Inspection Schedule – also on the website. Inspection (date notified), letter giving 28 days to rectify (mitigating circumstances taken into account), if no change, further 14 days, then notice to quit. Appeal process by an independent and impartial panel not involved in inspection (members of the Council.)

Policies – The National Allotment Society has many available on the website (www.nsalg.org.uk) . Cultivation standards, waiting lists, hens, rabbits, bonfires, sheds and other structures. Those which apply to the Council should be on the website. Tenants know exactly what is expected of them. Due diligence. Easier to resolve any future problems. Deal with issues in a timely manner.

Water – infrastructure should comply with Water Fitting Regulations 1999. Water troughs recommended. Water harnessing to counter drought situations is recommended.

2. **Parish Paths Partnership** – spoke to Tony Bradford (Hertfordshire County Council Countryside Right of way and Access) change of emphasis from P3 scheme. Project must have environmental benefit – reduce car use e.g. improve walking routes to school. Land Use Management team will deliver project brief (half day visit).
3. **Allotments** – all plots taken and the rent process has worked extremely well. Several new tenants as plots became vacant at renewal. Work to a tree near Plot 95 in hand.

4. **Planting scheme for Church Square** – Bee friendly species, ask the Justice and Peace Group to suggest suitable plants for the area.
5. **Hedgecutting** at Duckmore Lane will take place late Nov/early Dec. Hedging plants to fill gaps in hedge by road on grass keep was suggested.

RESOLVED: to note the Deputy Clerk's report as presented. Draft policies will be considered at the next meeting.

20284. ALLOTMENT ASSOCIATION

The Chairman reported that some damage had been caused during manure deliveries but the situation has been rectified. A permanent barrier to vehicular traffic is required to prevent access to the south of the allotments.

RESOLVED: to note the Chairman's report as presented

Part 2 Environment

20285. TOWN WARDEN REPORT

- Ben Cartwright is new Town Warden – Colin now retired but helping out when necessary
- Christmas Tree on Church Square and lights on
- Christmas lights on in High Street
- Cleared allotment at Duckmore Lane and re-let (74B)
- Turned off water at Duckmore Lane and Bulbourne allotments

RESOLVED: to note the Town Warden's report

20286. CLIMATE CHANGE WORKING PARTY

A meeting had been held on 2nd December 2020. Notes of the meeting would be circulated to all members of the Allotment and Environment Committee.

20287. TRING IN TRANSITION

- Some infilling of a trench is required at the Community Garden adjacent to plot 2
- A representative had attended the DBC Environment and Planning Scrutiny Committee and would continue to do so in future
- An overview of the response to the DBC Local Plan consultation has been sent to the Council.

RESOLVED: to note the report from Tring in Transition and to implement the actions required.

The meeting closed at 8.57pm

Chairman

