

MORETON-IN-MARSH TOWN COUNCIL

	<p>MINUTES Allotment & Cemeteries Committee 2nd November 2023 at 6.34pm Council Offices, Old Town, Moreton-in-Marsh GL56 0LW Telephone: 01608 651448 clerk@moretoninmarshtowncouncil.gov.uk www.moretoninmarshtowncouncil.gov.uk</p>
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Present: Councillors (Cllrs): E Viviani, M Berry
Site Representatives: R Mason, R Harris
In attendance: Deputy Clerk (DC) and 3 members of the public

ITEM	TITLE
1.	Apologies for Absence were received and accepted for Cllr M Swift
2.	Declarations of Interests and Dispensations a) No declarations of interest were received on any items on the agenda b) No requests for dispensation were made relating to items on the agenda
	The Public Participation section of the agenda had unfortunately been omitted from the agenda due to the Allotment & Cemeteries Committee previously being a working group and therefore not held as a public meeting. The members of the public present did not wish to raise any questions/queries and the item will be placed on future committee agendas. No members of the public were present.
3.	The Minutes of the meeting held on 7th September 2023 were signed as a true and accurate record of the meeting Proposed MB. Seconded EV. All in favour
4.	Cemeteries 1. No report received from the Cemetery Advisor 2. Any other business relating to town cemeteries: a. Pillbox – DC advised of the difficulty in obtaining quotes to refurbish the pillbox in Top Cemetery. DC had spoken to Council Workman who confirmed he could undertake the work involved in the Spring. DC to get quotes for materials required. b. Quotes for Resin bonded pathways in Top Cemetery – Agreed to look at in 2025/2026 budget and get quotes In Autumn 2024.
5.	Allotment Reports 1. University Site a. Report from Deputy Clerk in absence of Site Representative: i. The central pathway through the site is in need of maintenance. There are some large potholes which need filling in and the grass in the centre needs levelling in line with the tracks either side. ii. A number of posts and numbers are missing from numerous plots. Some have been made by a resident and are still to be put in place. b. Any other business related to site: i. Plot Maintenance: DC advised that the council’s ground maintenance contractors had been contacted to quote for allotment strimming of vacant plots if a plot deposit had not

	<p>been taken. The quote received was £75 per plot. DC advised that if a plot deposit has been taken and the tenant wishes to have the plot cultivated on their behalf before termination then she can arrange for an existing tenant to carry out the work (who has a gardening company and PLI at a much more competitive rate. DC asked the committee if the tenant could be utilised on a more frequent basis to maintain all vacant plots, subject to costs agreed by council. PROPOSED: to enable the office to select a contractor to trim and tidy vacant plots. Proposed EV. Seconded MB. All in favour</p> <p>2. Croft Site</p> <p>a. Report from Site Representative The central pathway through the site is also in need of maintenance. The grass in the centre needs levelling in line with the tracks either side or the tracks need raising</p> <p>b. Tenant concern with ground bees/neighbouring apple trees It was DECIDED to go and take a look at the plot and if necessary ask for professional advice</p> <p>c. Any other business related to the site None</p> <p>3. Hospital Road Site</p> <p>a. Report from Site Representative One plot vacant with a potential tenant who will be viewing the site</p> <p>b Hedge between Hospital Road allotments and Meadow House A letter had been received from the resident of the neighbouring property offering to reduce the height of the hedge and narrow to when they get their side cut. There had been a conversation with the site rep prior to the request regarding implementation and other tenants on the site had offered to help along with the council workman if available. It was also noted that before any work can commence the gap between the hedge and the rabbit proof fence will need to be cleared of items and cuttings that have been put there by tenants of plots 11-20. DC to contact tenants and request removal by 30th November 2023. Proposed: EV. Seconded RM. All in favour</p> <p>c. Any other business related to the site None</p>
3.	<p>Membership of National Association of Memorial Masons (NAMM) Membership of NAMM at a cost of £220 APPROVED for RECOMMENDATION to Council. Proposed: RM. Seconded EV. All in favour</p>
4.	<p>Town Council Allotment Competition</p> <p>a. The date for the awards presentation will be Saturday 2nd December 2023</p> <p>b. The winners of 2023 competition were NOTED</p>
5.	<p>Budget 2024/25 The future budget requirement for 2024/25 was deferred until the next meeting. Cemetery Advisor and DC requested to investigate costs of other local providers of Allotment and Cemetery services for the next meeting</p>
6.	<p>University Site Representative It was DECIDED to continue with one site representative for each of the three allotment sites and hold the election for the vacant position at University site as soon as possible Proposed: MB. Seconded EV. All in favour</p>
7.	<p>To REVIEW Allotment & Cemeteries Terms of Reference - deferred</p>
8.	<p>Any other items to be put forward for the next meeting</p> <ul style="list-style-type: none"> • Maintenance of vacant plots
9.	<p>Date of Next Meeting It was decided the next meeting date will be held on 14th November 2023 to discuss the 2024/25 Budget in more detail. The proposed meeting date of 4th</p>

	January 2024 to be put back to 11 th January 2024 due to the office potentially being closed over Christmas holidays
10.	Close of Meeting The meeting closed at 8.11pm

Signed.....

Date.....