In line with the Local Government and Elections (Wales) Act 2021 these minutes are duly published as draft and will be formally agreed at the next meeting this Committee.

Laleston Community Council

Minutes of the Biodiversity & Allotment Committee meeting held at Blandy Hall on 20 May 2025 commencing at 6.30pm.

**Present**: Cllr A Berrow, Cllr C Webster, Cllr D Harrison, J Hughes

**In attendance**: H Coburn

1. **To receive apologies for absence.** Cllr M Fouracre, Cllr M Smith, S Snelling

**2. Representation from members of the public.**

None present.

**3. Items of business that the Chair deems urgent**

Council members acknowledged a complaint from a member of the public regarding the speed at which individuals are entering and exiting the allotments. Given that the access road to the allotments also serves as a public footpath, this raised concerns about pedestrian safety. In response, members ***resolved*** to install a ‘Beware Pedestrians’ sign to mitigate risks and help prevent potential accidents. Proposed by Cllr D Harrison and seconded by Cllr C Webster.

**4. To receive Declarations of Interest (if any) of Members in respect of the business to be  
transacted**

None declared.

**5. To receive minutes of previous meeting held on 11 February 2025 and to consider matters arising from the minutes but not included in the agenda**

***Resolved:*** That the minutes of the Biodiversity and Allotments Committee meeting that took place on 11 February 2025 be ***approved*** as a true and accurate record. Proposed by C Webster and seconded by Cllr D Harrison.

**6. To receive quotations, if any**

None received.

**7. To review the application process for new plots**

Members reviewed the existing application process for new allotment plots and considered the potential risk of unsuitable applicants obtaining plots under the current system. It was **agreed** that this matter will be revisited at the next meeting following guidance from the National Allotments Association and following investigation into how other neighbouring community councils handle applications for new plots.

**8.** **To discuss controlled fires at the allotments**

Members reviewed Bridgend Town Council’s policy on fires at the allotments and agreed that it represents a reasonable and well-considered approach. Consequently, they ***resolved*** to adopt the same policy.

**9. To discuss future site management**

Following a discussion on challenges within the current site management structure, such as the infrequency of committee meetings and the need for expedited decision-making, it was ***resolved*** that overall site management would remain under Laleston Community Council. However, to facilitate prompt resolution of daily matters at the allotment site, a WhatsApp group will be established to handle informal day-to-day decisions efficiently alongside monthly visits from Cllr A Berrow (Committee Chair).

**10. To receive and update on site maintenance inspections**

J. Hughes provided an update on the recent site inspections, informing the Committee that inspections were conducted on Friday, 9 May 2025. As a result, action was taken regarding plots that did not meet the required standards. J. Hughes expressed appreciation to those involved in the inspection process and commended the efficient turnaround of the resulting paperwork.

**11. To receive an update on plot allocations and waiting list**

An update was received on the current waiting list for plots. 12 local residents are currently awaiting plots, with one viewing of a vacant plot taking place in the coming days.

**12. To discuss a complaint received from a plot holder regarding the behaviour of a neighboring plot holder**

Members briefly discussed the nature of the complaint and ***resolved*** that, as an apology had already been issued, no further action was necessary. Clerk to thank the complainant for bringing the matter to the attention of the Committee.

**13. To consider pruning the trees on Greystone in Broadlands between Maes Y Fedwen, and Clos Castell Coity on the left-hand side of the road up the Christmas tree**

Members ***approved*** the pruning of the trees. To expedite the process, Clerk to obtain quotes and present directly to Council, rather than waiting for the next Committee meeting.

**14. To receive any recommendations from other Committees or Council**

None received.

**15. To review the Committee’s Meeting dates and consider any matters relevant to the Committee for discussion at the next meeting**

The next meeting will be held on Tuesday 15 July 2025 and will commence at 6:30pm.

There being no further business, the meeting ended at 7.15pm.