

MINUTES · Biodiversity & Allotment Committee

Minutes — Approved

Biodiversity & Allotment Committee

11 February 2025 · 5:00pm

Bryntirion Community Centre

Present: Cllr C Webster, Cllr D Harrison, Cllr M Smith, J Hughes

In attendance: H Coburn

To nominate a Chairperson.

Resolved: Cllr I Spiller was nominated as the new Chairperson of the Biodiversity and Allotments Committee. Proposed by Cllr C Webster, seconded by Cllr M Smith.

Cllr C Webster to act as Chair for this meeting only, in the absence of Cllr I Spiller.

2. To receive apologies for absence. Cllr I Spiller, Cllr M Fouracre, Cllr C Smith, S Snelling

3. Representation from members of the public.

None present.

4. Items of business that the Chair deems urgent

Nothing urgent to declare.

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

None declared.

6. To receive minutes of previous meeting held on 16 July 2024 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 16 July 2024 be approved as a true and accurate record. Proposed by J Hughes and seconded by Cllr D Harrison.

Matters arising from the minutes –

Item 9: Members noted that hedges had been trimmed by a group of plot holders, as agreed at the last meeting. J Hughes expressed his appreciation to the plot holders who kindly took part.

Item 10: Members noted that the fence has been repaired following the damage by cattle from a neighboring farm, however the tenant whose plot was damaged is yet to receive compensation from the farmer. Members were informed that the Clerk of the Council is assisting with the tenant's personal reimbursement claim.

7. To receive quotations, if any

Quotations Received
Comment Hire of 2 hedge trimmers. £195.68 + VAT
Resolved: Members agreed to progress

J Hughes delivered a verbal update on the proposed works for the access road leading to the front car park. Members noted that due to the resurfacing quotes received far exceeding the budgeted £20,000, plot holders have collaboratively arranged an alternative solution, and the work is currently underway.

8. To review spend to date

Resolved: Members reviewed the spend to date and made the following comments

Clerk / Assistant Clerk to arrange waste clearance as per point 2b of the Allotment Tenancy Agreement. Consideration is to be given to the timing of the clearance date for plot holders to prepare waste for clearance.

Clerk to look into the reimbursement to Council for the £1500 waste clearance cost incurred last June following the departure of a plot holder.

9. To review the content of the Allotment Agreement prior to its circulation to plot holders

Resolved: Members reviewed the Allotment Agreement and approved its distribution, with the intention of incorporating information and regulations regarding controlled fires. Research on the practices of other local councils regarding controlled fires will be conducted before amending the document and seeking subsequent approval of the new terms by the Biodiversity and Allotments Committee.

10. To discuss future site management

Members noted information provided by J. Hughes concerning the potential for the allotment site to be managed by plot holders rather than the Council. Item to be added to a future agenda for further discussion.

11. To discuss site maintenance

Resolved: Next site inspection visit to take place the last week of April 2025. Cllr C Webster and Cllr M Smith to agree on the specific date and notify J Hughes.

12. To receive an update on plot allocations and waiting list

Resolved: An update was received on the current waiting list for plots. The waitlist has reduced from 40 to 10 during the last year, with a possible further reduction in the next few weeks as more plots are vacated. The splitting of whole plots into two, occasionally three, increasing the total number of plots available has aided the reduction of names on the waitlist.

13. To receive any recommendations from other Committees or Council

None received.

14. To review the Committee's Meeting dates and consider any matters relevant to the Committee for discussion at the next meeting

Resolved: Quarterly meetings to continue with a possible extraordinary meeting if required, to agree on the update to the Allotment Agreement document.

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

The next meeting will be held on Tuesday 20 May 2025 and will commence at 6:30pm.