

Meeting	Parks and Open Spaces Committee
Date	8 November 2022
Report Title	Annual Plot Holders Meeting
Agenda Reference	13
Author	Laura Cutter, Deputy Clerk & Services Manager and Dave Hunt, Head of Parks & Open Spaces

Officer's Recommendations

To note the report.

Overview of the meeting held on 10th October 2022

- 26 Plot Holders were present
- Councillors Hailstone & Manro present
- Awards were given to Allotment Competition Winners
- Update on community initiatives such as Warm Spaces
- Update on the Grounds Maintenance Facility
- Update on the temporary relocation to Ventnor Close Allotments (subject to planning permission)

General Comments

Councillors R Hailstone and V Manro met the Officers following the annual plot holders meeting and discussed the questions and general comments that were received. It was acknowledged there was many items that could be implemented, and some items could be resolved in line with the plans for the new Grounds Maintenance Facility at Goodearl, which is on track for completion by Autumn 2023.

Plot Holder Comments	HWPC Comments
Grass Cutting at Ventnor Close needs to be added to grass cutting schedule for regular cuts as at times it has been up to 3ft tall.	Apologies this has been missed off the schedule. This will be included in the grass cutting schedule for 2023. This will be regularly monitored by the Head of Parks & Open Spaces.
Consider categories for the annual plot holders meeting or allow plot holder to opt-out if they have not had enough time to attend to their plots.	Acknowledge the need for categories. The judging is done in line with the monthly inspection in July, so all plots are entered. The judging criteria will be shared ahead of judging taking place next year, with a notice displayed regarding the competition dates. If the plot holder wishes to opt out, then an email should be sent to admin@haydonwick.gov.uk within plenty of notice so this can be exempt from the competition.
Reintroduce skips twice yearly to the allotment sites for plot holders to remove green waste only.	Previously the benefit of having skips at the leisure garden sites is that people or plot holders have put general waste in them as well, so the cost of the skips has rocketed because it has not been classed as green waste only. Officers are looking into the costs of the skips for consideration of the Parks & Open Spaces Committee.



Ventnor Close Car Park needs redoing urgently; it is very slippery, and cars are getting stuck	The Head of Parks & Open Spaces has reviewed and acknowledges there is action to be done. Due to the location and environment of the car park, it is hard to get large vehicles and machinery down the narrow driveway. The suggestion is to ask the chosen contractor to fix the car park when implementing the bottom car park (off Bryony Way) if planning permission is accepted.
Gates are not being closed at Goodearl and lone plot holders are concerned about safety	Acknowledged the concern and the need to keep the gates closed. The message was reiterated to the Parks & Open Spaces Team and plot holders will be reminded in communication letters in mid-November. The Head of Parks & Open Spaces confirmed his office is within Goodearl, so at times, whilst he may not be seen directly – he is in his office during the daytime.
Sizes of sheds need to be reviewed to see if a standard 6ft x 8ft shed could be accommodated, this will be cheaper for plot holders and more convenient to get hold of. Also acknowledged that a shed of this size has been located on the Community Plot at Ventnor, when other plot holders have been advised this is too large and outside of the regulations.	The shed sizes could be reviewed, and the terms & conditions revised and taken to a Finance & Policy Committee meeting on 15 th November 2022 for approval. The Community Plot at Ventnor, the shed was donated by a previous plot holder at Ventnor Close and accepted by the Community Development Committee. It has been recognised this should have received formal approval from the Parks & Open Spaces Committee and the Officers will ensure that the cross-communication between Committees is improved.
The handrail alongside the steps at Ventnor Close needs to be secured as it is approx. 1.5ft away from the steps and unsteady.	This was repaired the day following the meeting.
More water troughs are needed at Rose Walk and Goodearl.	The Head of Parks & Open Spaces will investigate the costs for this, it is likely to cost more than the existing budget. More troughs could appear with the introduction of the new Grounds Maintenance Facility.
Climate change considerations – could the Council allow poly tunnels to assist with growing?	This can be reviewed with the revised Terms & Conditions at Finance & Policy on 15 th November. Polytunnels are already allowed but they need to be secured and protected against severe winds. A height restriction would need to be considered.
Recycling area to be set up	This has been trialled previously and has not been proven successful, however, there is now a dedicated Parks & Open Spaces Team that can make sure that this is maintained adequately. A consideration for the Parks & Open Spaces Committee.
Inspections and allocations	Process to be revised by the Administrator and Head of Parks & Open Spaces.