



Tockwith with Wilstrop Parish Council

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Minutes of the ordinary meeting of Tockwith with Wilstrop Parish Council (TWWPC) Public Open Spaces and Allotments Committee held at 5pm on Tuesday 2 August 2022 at Tockwith Village Hall, Marston Road, Tockwith, York YO26 7PR.

Present: Councillor Sarah Pearce, Councillor Graeme McBride, Councillor Kriston Wright

Apologies: Councillor Ray Clark.

In attendance: Deborah Marshall, Clerk to the Parish Council.

No members of the public were in attendance.

1. To elect the Chairman and Vice Chairman

1. To elect the Chairman of the POS and Allotments Committee for the next Municipal Year

Cllr McBride proposed Cllr Pearce, seconded by Cllr Wright.

RESOLVED: There being no objections or further nominations Cllr Pearce was elected as Chairman.

2. To elect the Vice Chairman of the POS and Allotments Committee for the next Municipal Year

Cllr Pearce proposed Cllr Wright, seconded by Cllr McBride.

RESOLVED: There being no objections or further nominations Cllr Wright was elected as Vice Chairman.

2. Apologies:

1. To note any apologies received

RESOLVED: That apologies from Councillor Clark be noted.

2. To approve any reasons for absence submitted for consideration

RESOLVED: That the reasons for absence submitted by Councillor Clark be approved.

3. To Note any Declarations of Interest:

1. To note declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests in the business to be transacted at this meeting

None.

2. To approve any dispensation requests received

None.

4. Public Open Forum:

There were no members of the public in attendance.

5. Terms of Reference:

1. To review the proposed terms of reference and agree of any changes to be put forward for consideration by the full Parish Council

A draft Terms of Reference had been circulated. The following additions were proposed.

- That the Committee consist of at least four members but additional members be allowed
- That the Committee be permitted to change the allotments agreement at its discretion

RESOLVED: The above changes be accepted and the TOR be circulated for consideration at the next full council meeting.

6. Allotments

1. To receive an update on the allocation of allotments

The Clerk gave the following updates:

- It was confirmed that all invoices had now been sent out for occupied plots at both the Bridlepath and Church Row sites.
- There are now two vacant plots at the Church Row site, plots 2A and 2B. It had been established that there was an additional plot, 2, which was not included on the existing plan. The Clerk asked the Councillors if they could investigate where this plot is situated, and where its boundary lies with plots 2A and 2B.
- The holder of plots 4A and 4B at the Bridlepath site asked if he could have half of plot 4C and 4D with the greenhouse as he had been maintaining it for the past year whilst it had been vacant. It was agreed that the plot would be split into two and that the plot owner could take plot 4C with the greenhouse and that plot 4D would be made available to a new tenant.
- Bridlepath Plot 5D with the trees was thought to be vacant, but correspondence from the tenant at plot 5A had stated that they, together with plot 5B, had been maintaining the plot for the last 3 years, had planted strawberries and raspberries on it and would like to keep it. The Committee raised the issue of the very overgrown fruit trees on the plot which are in desperate need of trimming. It was agreed that the two parties wanting the allotment be asked if they would trim the trees in order for the joint tenancy agreement to be put in place and that the PC would waive the annual rent until next April if they were to do so. Cllr Pearce said she would provide advice on how the trimming would be done.
- The tenant of Bridlepath plot 3C had agreed to allow his plot to be split into 4, with him maintaining the $\frac{1}{4}$ plot with the shed.

2. To review and agree allotments that require a standards reminder letter

Cllr Pearce had inspected the allotments. It was reported that the Church Row plot 3A had been allowed to grow wild. Concerns were also raised about the planted walnut trees which are not appropriate for an allotment given their eventual size.

RESOLVED: That a standards reminder letter be sent to Plot 3A and the tenant be asked to remove the walnut trees.

3. To consider work required by the Parish Council for the removal/improvement of hedges and trees

Cllr Pearce confirmed that she had received a quote for the trimming of the hedge at Church Row which had amounted to £2,400 and that 2 further quotes would be obtained. It was recommended that the quotes include the cost of trimming the beech hedge at the centre of the allotments path. The quotes would be considered in the autumn when the cutting season commences.

The Clerk said she would check the Land Registry to confirm the ownership of the hedge surrounding the Bridlepath site.

4. To review the current allotments agreement

The allotment agreement had been circulated. It had been noted that some current and previous tenants had planted trees which grow to a size which is in appropriate for an allotment. It was recommended that the tenancy agreement be revised to prohibit allotment holders from planting any sort of tree without prior consent from the Parish Council. It was recommended that existing allotment holders be sent the revised agreement and be asked to sign it. It was suggested that photographs be taken of each plot before being let to a new tenant so that a record could be kept of if and when trees were planted.

RESOLVED: That the allotments agreement be updated to prohibit the planting of trees without the prior permission of the Parish Council and it be sent to all allotment holders. Photos of plots are be taken and stored prior to commencement of any new tenancy agreement.

7. Public Open Spaces and Playgrounds

1. To receive an update on the maintenance of Public Open Spaces and playgrounds

- Cllr McBride said that the new Marston Road gate spring had been delivered and he was waiting to hear from contractor regarding the installation date. The Clerk said she would follow this up.
- Cllr Pearce said that she was still waiting to hear on a date for the trimming of the ash tree at Westfield Green and would chase it up.
- Cllr McBride said he would liaise with StreetScape regarding the matting around the roundabout at Marston Road playground.
- The Clerk said she would obtain quotes for the annual play equipment inspection.

2. To consider any remedial works required by the Parish Council

It was recommended that the maintenance of Westfield Green be reviewed at the next meeting of the Committee.

7. Next Meeting:

1. To confirm the date, time and venue of the next ordinary meeting of Tockwith with Wilstrop Parish Council Public Open Spaces and Allotments Committee.

RESOLVED: That the next Allotments and Public Open Spaces Committee Meeting be held at 6pm on Wednesday 19th October.

There being no further business the Chairman declared the meeting closed at 18:20 hours.

Chairman Signature_____ **Date**_____