



Tockwith with Wilstrop Parish Council North Yorkshire

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Draft Minutes of the meeting of Tockwith with Wilstrop Parish Council (TWWPC) Allotments, Public Open Spaces and Playgrounds Committee held at 6.30pm on Thursday 16 March 2023 at Tockwith Village Hall, Marston Road, Tockwith, York YO26 7PR.

To be approved at the ordinary meeting TWWPC on Monday 27 March 2023.

Present: Cllr Sarah Pearce, Cllr Graeme McBride, Cllr Kriston Wright, Cllr Stuart McHenry, Cllr Arnold Warneken

Apologies: None

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

No members of the public were in attendance.

DRAFT MINUTES

15	<u>Apologies:</u>
I	To note any apologies received None
ii	To approve any reasons for absence submitted for consideration None
16	<u>To Note any Declarations of Interest:</u>
I	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
ii	To approve any dispensation requests received None
17	<u>Public Open Forum</u> No members of the public were in attendance.
18	<u>Allotments</u>
i	To consider the revised cost for the trimming of the hedge and trees at the Church Row site

	Following the failure of the agreed contractor to attend the site and undertake the work, a second quote was considered at a cost of £2,850.00 + VAT. The contractor has confirmed that work could be undertaken immediately.
	RESOLVED: That the quote of £2,850 from Scotton Tree Care be approved.
ii	To consider the plot measurements and agree cost per square foot for the 2024-25 allotment year
	Cllrs Pearce and Wright had undertaken the measuring of the allotment plots at both the Church Row and the Bridlepath sites. As predicted, the current plot fees are not commensurate with the square meterage of each plot. It was proposed that a new charge be implemented as of the 2024-25 allotment year in which each square foot be charged at 11 pence. It was also proposed that the admin charge be increased to £5 per allotment holder per annum to cover the costs of invoicing, contracts and any associated printing or postage as of April 2024. The new 11p meterage charge should be implemented from the start of the contract for any new tenant taking a plot during the 2023-24 allotment year.
	RESOLVED: That the charge of 11p per square metre and an admin cost of £5 be applied from April 2024 with this cost to be applied to any new tenant immediately. Existing plot holders will be sent a notification of the new plot charge with their 2023-24 invoice.
iii	To consider any plots that require an improvement letter
	Cllr Pearce had undertaken an inspection of the allotments. It was recommended that the holders of the following plots be sent an improvement letter, and, prior to them receiving their 2023-24 invoice to be asked whether they would still like to keep their allotment. Bridlepath: Plots 1AA, 1B, 2A, 5C. No neglected plots were found at the Church Row site.
	RESOLVED: That the above plot holders be sent an improvement letter
iv	To consider water supply to the Church Row allotments
	A quote from Yorkshire Water for the installation of a water connection at the Church Row site had proved too costly and disruptive to implement as it would require digging up the burial ground at the front of the church. Councillors considered that there were ways that allotment holders could harvest water using water butts which would also lead to less flooding. Cllr Warneken said that Yorkshire Water could provide water butts for free.
v	Other issues
	<ul style="list-style-type: none"> • An allotment holder had asked whether they could install a 6ft by 12ft polytunnel on their plot. In line with the allotment agreement, it was agreed that this should be permitted as long as it is for personal and not commercial use. • It was noted that the fencing had become very tired at both sites. It was agreed that quotes for perimeter fencing would be obtained.
19	<u>Public Open Spaces</u>
i	To consider quotes for the 2023-24 Westfield Green maintenance contract
	Five companies had been asked to quote. Three had declined due to existing workload. One quote was for £3,500 and a further for £1,202. It was agreed that the quote from Farm & Land at £1,202 be accepted but that the grass should be allowed to grow longer and the focus for 2023 be on maintaining the shrubs and trees surrounding the site. Cllr Pearce said she would pull together a revised maintenance schedule for Farm & Land.
	RESOLVED: That Farm & Land be selected as the 2023-24 contractor and a revised maintenance specification be sent once approved.
li	To consider quotes for the 2023-24 Marston Road playground maintenance contract

	Five companies had been asked to quote. Three had declined due to workload and one had not responded. A quote from Yorkshire Green Team had been received at £60 per fortnightly cut and trim with a predicted annual cost of £1,200.
	RESOLVED: That the quote from Yorkshire Green Team be accepted.
20	<u>Playgrounds</u>
i	To consider any actions as a result of the playground inspections
	Cllr McBride will have a closer look at the minor issues identified from the annual inspection and it was agreed that Cllr McHenry would assist. Cllr Warneken reported that there were no issues at Bert's Garden.
	With no further business, the Chairman declared the meeting closed at 19:46

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