

**Minutes of the Cley Allotment Meeting
on Tuesday 4th June at 6.30pm at the Club Room at Cley Village Hall**

Attendees – Cllr Holman, Cllr R. Williamson, Cllr Allen and Mrs C. Willaimson and Parish Clerk Gemma Harrison.

There were 7 members of the public present.

1. Welcome and to consider apologies and reasons for absence.

1.1 It was noted that Julie and Andrew have sent their apologies.

2. To agree the minutes of the last meeting dated 30th October and discuss any matters arising.

2.1 The minutes were circulated and AGREED by all.

2.2 Matters arising;

- Clerk to bring along updated allotment map for tenants to next CPC meeting.
GH
- Removal of the Alexanders – some have been cut done, some still remain on plot number 65.
- The committee extended its thanks to Andy Williamson for the weed control and strimming of one of the overgrown allotment plots.

3. Allotment Finances

3.1 Payments of £2651.09 and receipts of £2378.84 in 23/24. There is a credit of £272.25 plus £167.73 from the allotment stall (23/24) equals £439.98 credit to spend on allotment projects.

3.2 It was noted that an additional £40 was made from the stall in May. A huge thank you was extended for the plants donated. Clerk to thank tenants via Whatsapp for donating their produce and plants. GH

3.3 Allotment Budget 24/25 was confirmed as £439.98 to spend on projects.

4. Maintenance 2023/24

4.1 The work programme for 23/24 was discussed.

4.2 Plot 39 has a large water tank which everyone agreed should be removed. It was noted that it wouldn't be easy to remove due to the size and location. A metal skip could be ordered to aid disposal. Billy Dawson and Richard Allen to look at the water container. It was AGREED that it would be a winter job.

4.3 Another tap was suggested but it was AGREED not to pursue this due to the water pressure.

4.4 The Clerk was asked to send a reminder to tenants to mow paths between allotments. Clerk to send reminder. GH

4.5 It was AGREED Plot 33 to be covered with weed control? Clerk to arrange for the work to be done. GH

4.6 It was AGREED a machine would be needed to level off the muck in far corner, (Plot 35). Clerk to investigate. GH

4.7 Tenants were all encouraged to contact the Clerk if any further projects were thought of during the year. ALL

5. New Bird Guidance

5.1 The Clerk updated tenants on the new legislation for keeping birds. It was noted that all birds need to be registered with the Government by 1st October 2024. ALL

6. Allotment Policies

6.1 The bonfire policy was discussed. Norwich City Council allow bonfires between 1st October – 31st March. Some tenants are frustrated at always having a Cllr present for a bonfire. It was AGREED that this discussion needed to go back to the Parish Council for further discussion/ review. GH

6.2 Tenants were reminded that vehicles are not allowed on the allotments, tenants are allowed to drop off equipment etc. but then must park their vehicle in the Village Hall Car Park. Parking on the allotments will be monitored going forward. ALL

6.3 A discussion took place on plots which are tenanted but not worked on. A letter is sent out if no action is taken and it was suggested that those people not working their plots will not be allowed to renew later in the year. Plots are in demand,

however people may be unaware and think they are helping out by having an allotment plot. Clerk to let people know that plots do need to be worked upon. GH

6.4 It was AGREED that a newsletter needs to go out with the invoices, it can serve as a reminder of the rules, include a finance update. GH

7. Empty Plots

7.1 There are now only 7 empty plots.

7.2 Clerk to advertise the current covered plot. GH

8. Summer Social

8.1 It was AGREED to hold a summer social on the allotments. National Allotment Week is 12th – 18th August. It was AGREED Saturday 17th August 6.30pm onwards. Everyone to bring something to share. Clerk to advertise. GH

9. AOB

9.1 Judith stated that sycamores need to be kept under control. If everyone can help to keep them under control it would help with the overall management of the site.

9.2 Clerk to update the Miss Knott Trust on the outcome of the meeting and inspections.

9.3 The tenant of plot number 11 asked whether they could fill in the holes at the bottom of the bank, this was AGREED.

9.4 A tenant asked they could have a stall on the open garden weekend on 29th and 30th June. It was AGREED that a stall could be located on the allotments to sell produce, plants and anything from the the allotments to raise money for the allotment site. Clerk to display a poster for the empty plots available and ask for anyone with produce for the stall to drop it off from 10am on 29th June. Clerk also to re-print the allotment stall poster for the event. GH

Meeting closed 7.20pm