

Romsey Town Council Allotments Management Committee

Minutes of the meeting held at 07:30pm on the **29th May 2025** at the Court Room, Romsey Town Hall, Romsey.

Those present: Mr Mike Nobbs, Mr Chris Davies, Mrs Eleanor Vamplew, Cllr Colin Burgess, Mr Roger House, Mrs Clementine Kingstone, Mrs Lisa Fallowfield, Mr John Waterman, Mr Elvin Mullinger.

Apologies: None

5.1 The Minutes of the last meeting on 16th April were confirmed as accurate.

Any further matters arising will be discussed under various headings.

5.2 Correspondence:

5.2.1 Information was received from CB and from the contractor, ROCON, who were due to carry out the car park repairs. This was subsequently passed on to all tenants of the need to keep the entrance car park area clear on the 28th May.

5.2.2 The tenant of Plot 90 has put in a request to take over plot 91 as it is currently unoccupied. The protocol regarding vacant plots and new tenants was explained to plot 90.

5.2.3 A request was received from J Cozens requiring a small plot. She was given general information about the allotments, rules, costs etc. & her query was also forwarded to EM for his consideration in the allocation of vacant plots.

5.3 Finance:

5.3.1 Current accounts to 29th May are appended to these minutes.

5.3.2. These accounts, now arranged into our format reflect a current income at £96 in this financial year, an expenditure of £15, with £4272 held in reserve and £798 reserve carried forward from year 24/25.

5.3.3 EV confirmed that following recent discussions with Town Hall regarding finance that all future costs relating to the allotments are to be fully ratified by town council finance prior to any purchases or services being agreed.

5.4 Allotments:

5.4.1 EM tabled a plot lettings update and confirmed that there are 4 vacant full-size plots, numbers, 21,91,98,&100.

5.4.2 Further, 2 requests have been received for half sized plots and 1 person is waiting for a full-size plot.

5.4.3 The position regarding the allowing of bees being kept on site was discussed again with the same conclusion that they may be deleterious to the plot holders and particularly any children on site.

5.4.4 EV suggested that a working party be formed to tidy up the vacant plots suitable for re-letting as one or two are in a poor state of cultivation.

5.4.5 EM confirmed that 2 warning notices have been issued recently to plot 80a and plot 114 where no cultivation appears to have taken place at all.

5.5 Distribution Centre:

The shop is open to tenants when a committee member is present on site however the meeting was informed that we have currently run out of bean sticks and were in the process of being re-stocked.

5.6 Councillor's Report:

The report is appended to the rear of these minutes, briefly:

Defibrillator: The structure for the unit has been constructed, as evidenced on site, with the defibrillator unit due to be installed soon. A Klaxon horn will be installed to alert tenants.

Car Parks: The car park repairs were carried out on 28th May

5.7 AOB:

5.7.1 RH tabled a copy of the original lease agreement between town council and the allotment committee, appendix A & appendix B. It has been subsequently noted that although this is the original 'agreement', the appendix A document is not a true constitution for the allotments, tenants, behaviours etc. but merely the constitution of the committee managing the allotments, and Appendix B is merely the initial set of rules as set out by the Town Council.

5.7.2. It was agreed that of the currently vacant plots, the tenant to plot 19 could take over plot 21 and similarly the tenant to plot 90 could take over plot 91, both as second tenancies.

the meeting closed at 09:30pm.

Chris Davies

Committee Secretary

Date ... **24/06/2025**

Mike Nobbs

Chairman

Next meeting is to be held on Wednesday 16th July 2025, 7:30pm at the mayor's parlour, Romsey Town Hall.

ROMSEY TOWN COUNCIL ALLOTMENT ACCOUNT

Statement of Income and Expenditure

01.04.2025 to 31.05.2025

Income	£	Expenditure	£	Budget £
Rents	60.00	Broadland's Rent		1500
Distribution Centre	36.20	Southern Water	15.00	750
		NSALG		55
		Card Reader Charges		0
		Dist Centre Stock		180
		Stationery/Post/Misc		0
		Maintnence/Equip		150
		Hedge Cutting		220
		Rat Poison/Pest Control		250
		Skip Hire		
		Sundries		
		Notice Board		
		Tree works		
Totals	<u>96.20</u>		<u>15.00</u>	<u>3105</u>
Income less Expenditure	81.20			
Earmarked Reserve	4272			
C/F 2024/25	<u>798</u>			
	5070			

Romsey Town Council Southampton Road Allotments Management Committee

Meeting 29 May 2025

Councillor's Report

I agreed to continue being the Town Councillors' representative on this committee at the recent annual review of members of council committees. I hope this meets with your approval!

Entrance Car Park


Most, if not all the Committee will know the repairs were completed on 27 May. The condition of the car park far exceeds its condition prior to the construction of the nearby cycle track. That said, James Lafferty (Buildings Mgr.) and I will be meeting next week to discuss the long-term maintenance of the surface. Though it appears to have been thoroughly compacted, the (Type 1) material used is not completely level and bound together. At this moment, I believe TVBC/HCC have fulfilled their obligation.

Defibrillator

Though Turtle Engineering has finished installing the structure, the Buildings Manager is seeking an installation date from the supplier of the defibrillator unit. Once fitted and tested, it will be added to the UK wide online list of commissioned units.

A klaxon is being ordered and will be stored alongside the defibrillator in its cabinet.

I'll keep you updated on progress with both issues.



Cllr Colin Burgess
Councillors' Representative
29 May 2025