

# RECORD OF DECISION

**Committee:** Amenities Committee  
**Deadline for Comments:** 09/04/2020

## **Committee Members who Commented and Voted**

Cllr Les Bayliss  
Cllr Kim Bloxham  
Cllr Colin Buchan (Chair)  
Cllr Steve Prime

## **Other Councillors who Commented but Did Not Vote**

Cllr Kevin Blakey  
Cllr Ray Bloxham

## **A/COVID/01 DECLARATION OF INTERESTS**

Cllr Barry Rogers, Chairman of the Amenities Committee, declared a disclosable pecuniary interest by virtue of being an allotment holder and therefore did not participate in the discussion or vote.

## **A/COVID/02 PUBLIC PARTICIPATION**

A public consultation period ran from 03/04/2020 to 09/04/2020.

Due to the period of emergency measures in response to the Covid-19 outbreak, Cranbrook Town Council took the decision to postpone all public meetings and delegated authority to take urgent decisions to the Clerk in consultation with the Chairman of the Council or a Committee chairman (ref. minute 20/50 of the full Council on 23 March 2020).

The Council remained under a statutory duty to conduct its business in a transparent and accountable manner. Hence we published information regarding current topics under discussion on our website at <https://www.cranbrooktowncouncil.gov.uk/meetings>. We also kept the public updated on our Facebook page at <https://www.facebook.com/cranbrooktowncouncil> regarding anything new we published on our website.

Anyone who wished to comment on the reports regarding the paths and/or water supply at the Crannafoed Allotments, was invited to email [clerk@cranbrooktowncouncil.gov.uk](mailto:clerk@cranbrooktowncouncil.gov.uk) by **Thursday, 9 April 2020** so that their submissions could be taken into consideration.

One email was received from an allotment holder. That person raised a preference for troughs to be installed at the allotments site however felt the recommended water trough was not large enough. The allotment holder also declared their preference for constructed paths in the same materials as in Phase 3 of the Country Park.

## **A/COVID/03 ALLOTMENT PATHS AND WATER SUPPLY**

The Committee discussed, via email, the proposal entitled 'conditions of path and water supply'.

Signed .....

Date:

It was suggested that the Council should set the annual rents for the allotments in light of actual expenditure incurred so that the wider community would not subsidise the allotment site through the Town Council's element of the council tax (precept).

The Committee discussed the paths and noted that they were in accordance with the planning consent.

The Committee discussed, via email, a second proposal entitled 'water supply'.

The Committee noted that the recommended water trough in the report was not large enough for a watering can to be dipped into it. The Committee suggested the installation of four water troughs due to concerns that two troughs would be insufficient. The Committee commented that the costs for purchasing and installing four water troughs was approximately the annual income received by the allotment holders.

As a result of the above discussions, a delegated decision was made by the Vice-Chairman of the Amenities Committee and the Clerk (ref. minute 20/50 of the full Council on 23 March 2020) it was **resolved** to;

- a) Review the Council's risk register in light of the concerns about the condition of the site during inclement weather to ensure the risks are properly recorded and mitigated
- b) Take no action on the paths at this stage and allow the existing grass paths time to recover during the spring and summer months and review the situation in the autumn
- c) Encourage the plot holders to form an allotment association as a matter of urgency and assist the association with fundraising opportunities in the future
- d) Install four 'JFC DT40 Plastic Double Drinking Trough Black – 180L (40 gallon)' water supply systems
- e) Write to the planning authority setting out the issues experienced with both paths and taps at the Crannaforde Allotment Site, with regard to the future delivery of the Southbrook Allotment Site (which has planning consent) and any other future sites, with a view to avoiding the same issues experienced
- f) Look at any costs the allotments have incurred to ensure that the annual rent is appropriate to cover all expenses

Signed .....

Date: