



**BRIERCLIFFE WITH EXTWISTLE PARISH COUNCIL**  
**ALLOTMENT COMMITTEE MEETING**

**Monday, 1<sup>st</sup> February 2016**

**7:30pm at the Community Centre, Jubilee Street**

**Present:** Councillor Royle (in the Chair) and Councillor Kelly. Councillors Thomas and Vincent were in attendance as observing Tenant Councillors.

**Others:** Alan and Anne Firminger (Allotment Society), S. Watson (Clerk) plus 2 residents.

Councillor Royle welcomed everybody but noted that the meeting was inquorate therefore no actual business could be conducted. It was agreed to hold an informal meeting with recommendation to be made to the Full Parish Council.

**A15/16/105 Apologies for absence and reasons given**

Apologies were noted from Councillors Lishman and Bailey. Councillor Sweetman (observing Tenant Councillor) and John Greenwood (Allotment Manager) also sent their apologies.

**A15/16/106 Declarations of Disclosable Pecuniary Interest**

There were no need for declarations of Interest.

**A15/16/107 Formally adjourn the meeting to allow for public participation**

The meeting was informal and did not need to be adjourned.

**A15/16/108 Tenant questions submitted in advance**

No questions from tenants had been submitted in advance. As the meeting was informal questions and comments were allowed from the floor. A letter had been received with regards to complaints about dogs on the allotments barking and howling, due to a number of vexatious complaints it was agreed that anyone with a genuine concern should write to the Parish Council.

Signed ..... Date: 7<sup>th</sup> March 2016

A dog has attacked a goose on the Allotments, dogs on leads signs are to be requested.

There have been a number of garage and allotment shed break-ins with 19 garages having items stolen, all were reported to the Police.

**A15/16/109 Allotment Society Report**

The Society has met and put together a report, a newsletter article is to be provided on the events planned and the report is to be circulated (copy attached to the minutes).

**A15/16/110 Other questions at the Chair's discretion**

There were no further questions.

**A15/16/111 Minutes of the Allotment Committee meeting held on Monday 18th January 2015**

The Minutes are to be referred to the Full Parish Council meeting.

**A15/16/112 Chair's Report**

There was no Chair's report.

**A15/16/113 Correspondence and Clerk's Report including waiting list and site inspections**

The correspondence was noted.

**1. Waiting List**

There are currently 7 on the waiting list and a copy is to be provided to the Clerk for publishing on the Website.

**2. New Applications**

There was 1 new application and this is to be passed to the Allotment Manager.

**3. Correspondence**

A shed request had been approved as it fit within the rules, a quote for Hawthorn and blackthorn is still needed, the flooded building is to be referred to the Full Parish Council and a report is still outstanding on the Woodland Walk.

**A15/16/114 Allotment Maintenance**

**1 Site Inspections**

No further site inspections have been carried out due to the weather.

**2 Paths around Allotments**

The paths are currently okay.

### **3 Maintenance List**

The maintenance list was not available.

#### **A15/16/115 Garages**

##### **1 CCTV - Turning Circle**

There was no further report.

##### **2 Garage Plots**

There was no further report.

#### **A15/16/116 Parish Land**

There was no report.

#### **A15/16/117 Finances**

The Finances are to be referred to the Parish Council meeting.

#### **A15/16/118 Allotment Budget Monitoring**

The budget monitoring report was noted.

#### **A15/16/119 National Allotment Society**

There was no further report.

#### **A15/16/120 Date of Next Meeting**

The next meeting will be held on Monday 7<sup>th</sup> March 2016 and will start at 7:30.

There being no further business the meeting closed at 8:35pm.

## Briercliffe Allotment Society.

### Minutes of the meeting held on Thursday 28<sup>th</sup> January 2016

Members present.

Tom Wright, Ann Firminger, Alan Firminger, Joan Payne, Irene Nutter and Lesley Fenton.

Points of discussion.

As the group has not met for some time and the growing season is approaching it was agreed to meet and discuss issues that would hopefully affect, for the better, the allotments and pens in Briercliffe.

1. It was agreed that we needed a mission statement and this will be laid out later in this document for further discussion and agreement.
2. It was further agreed that the allotment society should push for the provision of a decent car park as a few weeks ago the area was clogged up with vehicles and if any more were in the area it could have been dangerous.
3. It was also agreed that during the year we would have a series of fund raising events and that we would also seek to increase the membership and it was agreed that it may be necessary to focus on the insurance that we had last year as this was a major selling point for some allotment and pen holders.
4. Fund raising events agreed which the group agreed on are
  - A Halloween disco for Friday 28<sup>th</sup> October
  - A scarecrow competition with a date to be agreed
  - A summer fair with stalls of goods and vegetables and exchange provision
  - A grand hut opening day with a date to be confirmed but around end of March early April
5. Update on the community hut.
  - It was agreed that soil to complement the area adjacent to the hut could be obtained from a local farm and when the weather improved this would be brought in.
  - The hut has had a few chairs and a table donated which would be brought in later.
  - A seed exchange was discussed but the timing of this had to be agreed as most people buy their seeds and do not consult others. Donations for this would be needed. It was agreed that we should not just focus on seeds but should consider seedlings and growing plants as everyone it seems has too many tomatoes and if agreement could be reached earlier some allotment holders could start some seedlings and others different ones.
  - It was agreed to have information leaflets available for people and a display unit would be sought for this. Advice would be welcomed for this from the expert allotment holders.
  - A community harvest will be planned and this should be advertised across the parish and the borough as there has been requests from some elderly people that they would like to benefit from support via this harvest.
6. As it is anticipated that the hut will be open at the same time as the BAGS hut, a rota should be drawn up, but it was agreed that it can be open other times if needed and agreed.
7. At the last meeting of this group, Tom had put forward the idea of a demonstration area for children of the parish to see how things are grown and to allow them to take part in the

upkeep of an area. This could now be part of the activities undertaken in the area of the community hut. Any produce could in fact go towards the aforementioned harvest.

8. It was agreed to send a letter to the Parish Council agreeing to confirm the ownership of the allotment society hut.

Please see below and get in touch with Ann if you have any ideas that will improve it

Mission statement:

**To provide a facility that will improve the locality by joint involvement, and give practical help and support to allotment and pen holders as they need it.**

**Key tasks and objectives.**

- **Provide a facility that welcomes everyone whether a member or not.**
- **Provide practical help and support for members such as watering greenhouses and allotments.**
- **Feeding and generally looking after members' pens at holiday periods or if needed.**
- **Develop the whole community hut area to make available plots of land or a provision for non-allotment holders to take part in growing activities.**
- **To welcome everyone to the facility and complement the BAGS hut activity and determine through experience the times of opening that will be beneficial to all concerned.**
- **Develop the whole community hut area into a first class facility demonstrating what can be achieved by working together.**

**Please see letter below**

1, Cross Street  
Briercliffe,  
Burnley.  
BB10 2HT  
1/2/16

Briercliffe Parish Council, allotment committee

Care of Briercliffe Community centre

Re; Community Hut recently constructed on site provided by Briercliffe Parish Council.

Dear committee.

Further to the construction of the community hut on the plot provided by the parish council for this purpose, on the Harrison Street allotment and pen site, the Briercliffe allotment society have asked me to confirm in writing that the ownership of this hut is the Parish Council and that the allotment society will agree to pay an annual rent for the use of this hut, at a rate to be agreed.

Yours faithfully

Ann Firminger, secretary