

BUDLEIGH SALTERTON TOWN COUNCIL

MINUTES of the Meeting of the Community Gardens Committee to be held in the Council Offices, Station Road, Budleigh Salterton on Monday 9 June 2025

The meeting commenced at 8.49pm.

PRESENT

Cllr A F Chaplin (Chair)

Cllr J S Billington

Cllr P Lewis (Chair of the TC/Town Mayor)

In attendance Mrs Alice Gater-Wildgust (Town Clerk).

25.065 Public Speaking Time

There were no members of the public in attendance.

25.066 Apologies for Absence

Apologies were received and accepted from Cllr D Walsh

25.067 Declarations of Interests in Items on the Agenda

No interests were declared.

25.068 Minutes

The Minutes of the Meeting of the Community Gardens Committee held on 25 November 2024 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

25.069 Chair's Report

The Chair reported that the majority of allotment plots are being productively used. It was also noted that most of the items the Chair wished to raise were covered under the following agenda items.

25.070 Terms of Reference (ToR) for the Community Gardens Committee

i. Consideration was given to the draft ToR provided in the supporting documents

Resolved: It was agreed that following the amendments of objective numbering (from 1,2,3 to 5,6,7 to reflect the Neighbourhood Plan) the ToR would be submitted to the Town Council for approval.

ii. Co-option of an Allotment Community Member onto the Committee

Resolved: It was agreed that this is not an action the committee wishes to pursue immediately. However, the option remains open should the committee choose to revisit it in the future.

iii. Inspection Schedule Review

Resolved: It was agreed that the formal inspection schedule will remain at two inspections per year. Additional ad hoc inspections may be carried out as required.

25.071 Community Gardens Plot Inspection

Details of the recent plot inspection were received. It was noted that there were seven plot holders to be contacted regarding the condition of their plots. Overall plots were being worked.

25.072 Allotment Sheds

i. The committee discussed the potential to introduce a recommended range of colours for allotment holders who wish to paint their sheds.

Resolved: It was agreed that Allotment holders may use the Cuprinol Garden Shades range should they wish to paint their shed.

25.073 Shed Repairs

i. The committee discussed the need to clarify who is responsible for the costs associated with shed repairs on allotment plots.

Resolved: In accordance with the leaseholder agreement (Part 2(i)), allotment holders are responsible for the maintenance and repair of their sheds.

25.074 Utilisation of Full Allotments / Rewilding

i. The committee discussed establishing a clear definition of what constitutes a plot "being worked" and agreed on the need for a consistent policy regarding rewilding requests.

Resolved: Plots must be productive, with allotment holders demonstrating productive activity on at least 80% of their plot as per part 2 (b) & 2 (d) of the tenancy agreement.

25.075 Notice Period to Increase Rents

i. The committee discussed the appropriate notice period to be given to allotment holders ahead of any rent increase.

Resolved: A decision on this matter was deferred pending further consultation with the Finance Committee.

25.076 Waiting List

There are fifteen people on the waiting list.

25.077 Any Other Business at the Chair's Discretion

No other business was raised.

There being no further business, the Meeting closed at 9.32pm.

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Chair

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Date