

Bicester Town Council



Allotments Working Party Meeting

Ref: 01/2425

Thursday 6th June 2024

at 19:00hrs

**The Council Chambers, Bicester Town Council. The
Garth, Launton Road, OX26 6PS**

Members:

– Chairman,

Cllr Damien Maguire, Cllr Paul Wheatley, Cllr Sam Holland, Cllr Jim Webb and Cllr
Alisa Russell



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30 May 2024

To all Members of the Allotments Working Party

You are hereby summoned to attend a meeting of the **Allotments Working Party** at **The Council Chambers, Bicester Town Council. The Garth, Launton Road, OX26 6PS** on **Thursday 6th June 2024** to commence at **19:00hrs** for the transaction of the following business.

Phil Evans
Town Clerk

Agenda

All Council Meetings are open to the public and press, unless otherwise stated.

1. Appointment of Chair

Working Party asked to **APPOINT** Chair.

2. Apologies for Absence

To consider apologies and reasons for absence. Committee members who are unable to attend the meeting should notify Bicester Town Council (enquiries@bicester.gov.uk) prior to the meeting starting, stating the reason for absence.

3. Declaration of Interest

Councillors are reminded to declare any interests on any items on this Agenda in accordance with Bicester Town Council's Code of Conduct.

4. Minutes of the Allotment Working Party

RESOLVED to confirm the minutes of the Allotment Working Party meeting held on:

(Pages 4 - 5)

5. Water troughs

The working party is **RECOMMENDED** to **APPROVE** Appendix 1 and send it to Environment.

(Pages 6 - 10)

6. Outstanding rent

(Page 11)

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Thursday 6th June 2024

Report to be presented of all outstanding rent across the 5 allotment sites in Bicester.

7. Forward Plan

(Page 12)

Forward Plan to be **NOTED**.

8. Date of the Next Meeting

Date of the next meeting:

12th September 2024 at 7:00pm

Minutes of the Allotments Working Party

A meeting of the **Allotments Working Party** was held on **Wednesday 29th November 2023** at **19:00 hrs** at **The Garth, Launton Road, OX26 6PS**.

Present:

Cllr Damien Maguire (Chairman)
Cllr Jim Webb
Cllr Paul Wheatley

In Attendance:

Jodi Clarke, Office Administrator
Conor Pattison, Outdoor Supervisor

Angela Leach, Leach Road Rep
Michael Slaymaker, Leach Road Tenant
Graham Pickup, Claypits Rep

20 Apologies for Absence

RESOLVED that apologies were received from:

- John Lappin, Claypits Rep.
- Rennie Buxton, Colne Rep.
- Jim Henderson, Evenlode Rep.

Graham Pickup substituted for John Lappin.

21 Declaration of Interest

RESOLVED that no declarations of interest were received.

22 Minutes of the Allotment Working Party

RESOLVED that the Working Party **CONFIRMED** the following minutes to go to the Environment Committee for approval:

- **AW02/2324** – Wednesday 9th August, 19:00pm.

23 Community Tool Shed

RESOLVED that the working party **NOTED & COMMENTED** on the report.

The Claypit Rep informed the group that they already have something like this that works really well, they have the same lock on the shed as the entry gate along with a sign in and out book.

RESOLVED that the working party **APPROVED** the report to go to the Environment Committee.

24 Best Kept Allotment Award

RESOLVED that the Working Party **NOTED** the report.

Officers are to add a Junior section to the awards as the allotments are getting younger participants.

25 Garden Waste Bins

RESOLVED that the Working Party **NOTED** the report.

Reps were concerned that tenants on a lower income may not be able to afford this.

Officer will look into whether Cherwell District Council will allow discount for the lower income tenants.

26 Forward Plan

RESOLVE that the working party **NOTED** the report.

Claypits rep is concerned about the tree's bordering the allotment, they were due to be done back in September 2023. Officers explained that this is with the Tree Officer at Cherwell District Council along with the tree's at Anson Way allotments. Officers will chase Cherwell District Council for an update/completion date.

The blackberry bushes to the left hand side as you drive down to Claypits need cutting back. Officers are to add this to the work plan to be completed.

An update was requested on the concrete bays to which the officer informed them that this was with the Service Manager and at this current time could not update. Concerns were raised as the crack in the bays has now got bigger (around 2 inches).

Service Manager is to provide an update to the relevant rep in regards to the concrete bays.

27 Date of the Next Meeting

To be Confirmed.

CLOSE OF MEETING: 19:43 hrs

BICESTER TOWN COUNCIL

ALLOTMENTS

Thursday 6th June 2024

Water Troughs

(Leach Road)

Chair:

Telephone:

Conor Pattison – Outdoor Supervisor

Telephone: 01869 252915 Conor.Pattison@bicester.gov.uk

1. Introduction

1.2 This report is to show you the different options of water troughs.

2. Water Trough options

2.1. Option one



£149.77, 1.22M (4FT) 218LTR (48Gal)

This trough comes in different sizes I have chosen this one as I feel it is best for Leach Road Allotments.

2.2. Please see **APPENDIX 1** for the specification sheet.



Lengths – 2ft – 8ft (24-95 Gallons) Water pump comes separately, prices differ from £99.20 – £216.00. They are priced between £39.95.

IAE Galvanised Service Box for Cattle Water Trough

16-F020200711



- Heavy duty design with protective lid
- Tapered sides
- Avoids ball cock drop out
- Compatible with both high & low pressure flows
- Mounting brackets included
- Complies with Water Safety regulations
- Ball Valves available separately

3. Recommendation

The working party is **RECOMMENDED** to **APPROVE** Appendix 1 and send it to Environment.

IAE Galvanised 457mm Cattle Water Trough

16-F020200102P



Our Price: £99.2

IAE Galvanised 457mm Cattle Water Trough

16-F020200102P



Description

IAE Galvanised 457mm Cattle Water Trough

**** Service Box not included but can be purchased separately.**

The IAE Cattle Water Troughs are available in a variety of lengths ranging from 610mm (2ft) - 2400mm(8ft) and thus ideal for both small holdings & large farms.

Manufactured from galvanised metal, this hardy trough can hold between 112 to 436 litres depending on size and includes drain plug and bung as standard.

Dimensions: 457mm Wide | 405mm Height.

Due to increasing popularity as Garden Planters, we can now deliver 2ft, 3ft & 4ft Troughs to mainland UK (excluding the Highlands, Islands & Congestion Charging Zones) for a flat rate of £39.99.

Weights: 2ft (18kg), 3ft (24kg), 4ft (30kg), 6ft (42kg), 8ft (55kg).

Like this IAE Cattle Water Trough? Why not take a look at our complete **Agricultural** range.

To keep up to date with our latest news, offers and promotions; be sure to join us on **Facebook & Instagram**.

IAE Galvanised 457mm Cattle Water Trough

16-F020200102P



Attributes

Technical Data	
Size	2 Foot, 3 Foot, 4 Foot, 5 Foot, 6 Foot, 8 Foot

Contact us

Ernest Doe is a long established family firm with a network of branches in the South and East of England. Managing Director Colin Doe is the fourth generation of the family to have run the business in its 100+ years of trading.

The firm supplies an incredible amount of machinery; from garden mowers and chain saws to combine harvesters and construction excavators. Our philosophy is simple to supply the best products and then to support them with the service facilities and expertise to keep them running perfectly.

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Ernest Doe & Sons Limited
Ulting,
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Essex
CM9 6QH

BICESTER TOWN COUNCIL

ALLOTMENTS

Thursday 6th June 2024

Outstanding Rent Report

Chair:

Telephone: 01869 252915

Conor Pattison – Outdoor Supervisor

Telephone: 01869 252915 Conor.Pattison@bicester.gov.uk

1. Rent Arrears

- 1.1. Rent Letters were sent to tenants on the 29th March 2023, with a request that payment is no later than the ends of April.
- 1.2. Currently there are 53 plots with outstanding rent payments. The outstanding payment create a total of £1274.25 in rent Arrears.
- 1.3. Rent reminders will be sent in line with section 22 of the Tenancy Agreement.

BICESTER TOWN COUNCIL ALLOTMENT WORKING PARTY FORWARD PLAN

Thursday 6th June 2023

Date/ Item/ Comment

AWP02-2324 – 9th August 2023

Tenancy Changes	Completed
Privacy Notice Changes	Completed
Noticeboards	To be purchased.
Deposit Increase	Going to FINAN
Best Kept Allotment Award	Going to ENVO
Best Kept Allotment Award	Going to FINAN

AWP03-2324 – 6th December 2023

Boundary Hedges on all sites	Completed
Water Troughs (Leach Road- 42, 37, 30)	Investigating
Evenlode Allotment Fence (EH09) and Gate(s)	Needs Chasing
Colne Close Gate(s) need replacing	Needs Chasing
Claypits Concrete Bays	Investigating
Tree to the rear of Site at Anson Way	Completed
Leach Road Fence Repair (LR53)	Investigating
Leach Road Tap (LR53).	Investigating
Asbestos Shed (LR20)	Awaiting inspection & quote
Fly Tipping on all sites	Ongoing