

Meeting of Desford Parish Council Allotments Working Group 06.08.19.

Present: Pat Crane, Ian Cunnington, Lynda Grimshaw, Nic Lockley, Julie Peel, Malcolm Peel

Apologies: none

Matters Arising from minutes of 02.07.19:

1. DAGA insurance:

- a copy of their insurance policy is displayed in the pod and was circulated to members, but it is not certain that all received it
- on the DAGA website there is an undated copy of the NSAL Members Benefit Booklet, but the insurance policy is with Royal Sun Alliance via Jelf
- The policy gives cover for:
 - ✓ Public & Products liability £5 million
 - ✓ Employers liability of £10million/£5million – is this needed?
 - ✓ Money liability
 - ✓ Personal Accident cover is only £10,000, which seems very low
- The applicable additional clause, Members Liability Extension, states that:
The Company will provide indemnity to any member of the association named on the schedule whilst involved in leisure gardening at any site owned by the association or which the association is responsible or whilst away from such site when formally representing the association, provided that A) such member is not entitle to indemnity under any other policy and B) such member shall observe and be subject to the terms of this Policy so far as they can reasonably apply
- DPC, not DAGA, own the site and are responsible for it. BG will be asked for his opinion on this clause before we write to DAGA **Action: LG/BG**
- If new people take a plot, and join DAGA, during the year, do their names get put on the schedule, so that they are covered?

2. **Water troughs:** MP has adjusted the ball cock on one of the troughs. We will suggest that they are levelled during the winter, when they can be emptied. There had been some damage to the Pod, caused by the contractor installing the new troughs, which has been rectified

3. **Padlock keys:** DP has confirmed that the padlocks were not purchased by DAGA. The Clerk will be asked to write to the tenants of plot 1A and 35A to ask for a copy of the key(s). As landlord, we should have a copy. We could offer to pay to have them cut **Action: MB**

DAGA:

1. Fence installation:

- the RAMS were provided the day before work began. There was no mention of the risk of finding asbestos
- there had been a few instances of damage to crops and items left on the farmer's side of the fence, which had been reported. A snagging list should be agreed with the contractor

- An old shed had been demolished on plot 24A. MP will wrap the 2 sheets of asbestos roofing and ask LS to arrange for HBBC to remove it. DPC will also be asked to arrange for the shed to be removed as it is too much to be burnt in situ
Action: MP/LS
- Only plottolders along the southern boundary of the site were asked to clear a metre strip, but the workmen have reached the DiB plot where 3 composting areas are against the hedge, which will be difficult to move. A gap will be left here for the time being to allow DiB time to alter the area
Action: DiB
- MP has asked the contractor to provide a quote for the work to complete the gaps along the western boundary and also for the cost of purchasing and installing a 4m wide security gate at the entrance; set back 1m from the existing gate, to allow cars to pull off the road. DPC will be asked to consider funding these, rather than wait for another grant application

2. **Letters received from DAGA Chairman:** A series of letters had been received from DP and PC has acknowledged receipt. IC said that, although some of the items were discussed at the DAGA committee meeting, he is not aware of any agreement to write letters. There is currently no Secretary for DAGA. PC has discussed the letters with the Clerk, and will write as many as possible of the replies

- a. Ref: 1901: Allotment Trackway (13.07.19.): DPC decided in May 2018 not to do any work to the track: see DPC minutes for 16th May 2018, item 12. m) below, so the subject could be reconsidered.

12.m) Quotes for resurfacing the allotment track

The Resources Committee **did not recommend** resurfacing the Allotment track, as requested by DAGA.....

Council Agree not to resurface the allotment track.

The AWG feel that, if any work to the track is considered by DPC, it should not be tarmac, but a surface which is better for the environment. There are various options of Gopla or similar available. We suggest that a grant could be applied for to cover the cost of doing the whole track and car park with this kind of material

- b. Ref: 1902: Liability Insurance (13.07.19.): the insurance policy circulated to members contains no reference to bonfires or competency regarding the provision of training for persons using the mechanical equipment provided by DAGA. However, under H&S law, people need to be trained to use the equipment by a competent person, and that person should have a certificate to prove their competence.

LS believes that there may be a separate insurance policy for the equipment. We will request a copy of this

Action: MB

Other groups which are involved with activities on or in Parish Council land/property are asked for proof of insurance cover, unless they are already covered by the DPC insurance policy.

- c. Ref: 1903: Additional Water Troughs (13.07.19.): the troughs have now been installed
- d. Ref: 1904: Accident Insurance - Allotments (14.07.19.): the Clerk submitted this query to DPC insurers, Came & Co, and the reply will be forwarded to the DAGA Chairman
- e. Ref: 1905: Fire Extinguishers – the Pod and Container (14.07.19.): The pod and container are owned by DAGA and are their responsibility. We suggest that they ask their own insurance company for advice
- f. Ref: 1906: Signage – the Container (16.07.19.): We recommend that a sign is placed on the container to show that flammable liquids are stored inside (albeit in the equipment). It is DAGA's responsibility to provide this, as owners of the container and equipment
- g. Ref: 1907: AWG Minutes (Notes) (16.07.19.): If a representative of DAGA were to join the AWG, they would automatically receive the notes. Items from AWG meetings are included in the minutes of full Council most months and these are published on the DPC website. Some members felt that the AWG notes could be shared once they have been approved by the AWG the following month. It was agreed to ask full Council to discuss and make a decision **Action: PC**
- h. Ref: 1908: Allotment Strategy (15.07.19.): The draft Allotment Strategy was never adopted by full Council. The membership of both the AWG and full Council has changed considerably since it was produced. It will be put on the Agenda for the next meeting of the AWG to review the document and we will invite the DAGA committee to attend **Action: PC**
- i. Ref: 2001: Padlocks – Plots 1A & 35A (15.07.19.): letters will be sent to the tenants concerned **Action: PC/MB**
- j. Ref: 2002: Main Gate – Security (19.07.19.): had been dealt with by MP, but he would have preferred a phone call about the matter, rather than a letter which was sent to the Clerk and others
- k. Ref: 1909: AWG Minutes (Notes) (31.07.19.): see item **g.** above
- l. Ref: 1910: *was not received by PC*
- m. Ref: 1911: Snakes on Site (02.08.19.): DP has already circulated an e mail to members and put a notice on the Allotments notice board. LS has contacted HBBC (who do not deal with snakes) and the Leicestershire Wildlife Trust for advice

August Inspections:

- 5 letters were sent following this morning's inspection, plus 2 letters of praise and 2 letters giving information
- MP will ask Glendale to trim RH side of farm track **Action: MP**
- Ask at Procurement WG whether plastic sheeting has been purchased **Action: PC**

Members Exchange:

- Paths will be put on next month's Agenda as, historically, they are not all on the RH side of plots, as stated in the Allotment Rules
- The hedges along the track need a severe cut, rather than a light trim as, each summer, the growth restricts the width of the track

Date of next inspections: Tuesday 3rd September at 9.30am

Date of next meeting: Tuesday 10th September at 7.30pm at the Library