

NB There is a prior briefing paper of 17 July 2019 which is pertinent

May 2019

Following a request that the Council consider a no smoking policy at the allotments which was reported to the May 2019 Amenities Committee, the matter came back before the Committee at its June meeting.

June 2019

The June 2019 minutes report

"Allotments -Update from Cllr Campbell on any proposed amendments to the Allotment Agreement –Committee agreed that it would consider this item on next month's Amenities Agenda, noting that in order to make effective changes for the following year 2020/21(to consider use of plastics etc) this committee needed to agree to a new contract by the 29th September 2019 as there is a year's notice for plot holders."

July 2019

The July 2019 minutes report

Whether committee needs to give notice to Allotment tenants as to any possible changes to the tenancy agreement to be brought in subject to further discussion and agreement the following year? -Cllr Campbell proposed, seconded that as soon as is practicable the Clerk gives notice of termination to the Allotment tenants, but making plain that we have every intention of granting new Tenancy agreement to the same people with updated terms that they should be happy with. Agreed

October 2019

The October 2019 minutes record

Updated allotment tenancy agreements – A new notice letter to go out because the one previously directed by the Committee to give Notice to Quit omitted to do so. This would give 'notice to quit' but should also be saying 'don't worry this is only a process'. Cllr Campbell proposed, seconded by Cllr S. Sullivan that the Clerk is instructed to give a notice to quit to all Allotment holders with a suitable explanation about all the positive aspects of why we are doing it and a draft of that be shown to the Chair and Vice Chair of this committee before it goes, subject to our approval-it goes, and then it's on the next Agenda for us to discuss the actual changes to that agreement in advance of it going out.

7 January 2020

The 7 January 2020 minutes record that

Allotment tenancy agreement notice letter to be written and approved – Chairman highlighted that this needed to be given higher priority.

28 January 2020

The following decision was made as recorded in the 28 January 2020 minutes.

Allotment Tenancy agreement. There is a desire to revisit the existing agreement to ensure more flexibility to ensure it being more future safe, but also to address some current issues. Cllr Campbell proposed, seconded by Cllr Goldsmith that the Clerk and Chair be delegated to draft appropriate notices to quit and suitable letters of comfort and to send both to all allotment tenants provided the documents are first approved by the Council's solicitors and subject to the agreement being sent to the Allotment Association secretary for courtesy and feedback.

4 February 2020

Under this delegated authority Cllr Campbell drafted the letter and Notice and sent them to the Clerk on 4 February 2020 asking that they be run past the Allotment Association as well as the solicitor.

25 February

The Clerk reported that the letter had gone to the solicitor (on 4 February) and the 25 February 2020 minutes report that

"Allotment tenancy agreement–Clerk updated; Chair and Clerk had delegated responsibility to draft a notice to quit letter and to then send off to the solicitors for their approval / comments which was actioned. No reply as yet. –Correspondence to go to Chair, and to be discussed at next meeting assuming reply received."

24 March 2020

The Amenities Committee meeting of 24 March 2020 was cancelled because of the Covid-19 situation – virtual meetings having not at that stage been authorised by the Government.

30 March 2020

On 30 March 2020 the Clerk reported to the Chair that he had not heard from the solicitor and that the draft letter had not as yet been sent to the Allotment Association as requested on 4 February 2020.

Because of the imminent approach of the last effective date for service to take effect (6 April 2020 to take effect 6 April 2021) and the lack of time left for the documentation to be signed off by the solicitor with the need for advice to be sought concerning service, the Chairman and Vice- Chairman of the Council (Cllrs Goldsmith and Campbell) agreed reluctantly to the documentation being held back until a decision could be made at the meeting, but in the knowledge that the first effective date for expiry of the Notice to Quit and therefore for any new agreement to take effect would now be 29 September 2021.

28 April 2020

The 28 April 2020 meeting minutes record

Allotment tenancy agreement-the Clerk reported on the 'notice to quit' letter and that advice had been received back from SPC's Solicitors : Committee agreed that the letter should go out to Allotment holders as soon as possible as per previous decision made

13 May 2020

Clerk produces for approval a draft Notice to Quit with expiry date of 31 May 2021 and seeks authority from the chair to send. Declined.

14 May 2020

Email to Chair from AA expressing concern about the 28 April 2020 decision.

Cllr Paul Campbell 15 May 2020