

**BRANDON & BYSHOTTLES PARISH COUNCIL**  
**MINUTES OF THE ALLOTMENT COMMITTEE MEETING**  
**HELD IN THE COUNCIL OFFICES,**  
**6 GOATBECK TERRACE, LANGLEY MOOR, DURHAM,**  
**ON TUESDAY 5TH DECEMBER 2023 AT 10.00 AM**

**PRESENT**

**Councillor Bonner (In the Chair)**  
**And Councillors Bell, Mrs Elmer, Jamieson, Sims and Turnbull**

**AII. 22      DECLARATIONS OF INTEREST**

There were no declarations of interest.

**AII. 23      APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Clegg and Nelson.

**RESOLVED:** To receive the apologies.

**AII. 24      STATION AVENUE – REQUEST FOR TREE SURVEY**

A quote had been obtained from a tree specialist, to carry out a survey of the trees located on the above-mentioned allotment site.

**RESOLVED:** To recommend proceeding with a tree survey of the trees located on the allotment site and overhanging the site.

To inform the Country Ranger about the tree survey and findings.

To inform the Committee of any trees requiring attention located on the allotment site – for follow up action.

To forward the survey findings onto Durham County Council regarding any trees located on the walkway – for follow up action.

**AII. 25      RENEWAL OF PEST CONTROL CONTRACTS - COMMERCIAL STREET / EMPIRE FIELD / HAMILTON ROW / HIGH BROWNEY**

Contract renewal prices have been requested for the above-mentioned allotment sites but had not yet been received.

**RESOLVED:** To recommend provisionally agreeing to continue the pest control contracts for the upcoming year – once the prices have been received to forward on to the Members for full approval.

**AII. 26      COMMERCIAL STREET – REQUEST FOR SECOND SKIP AT REAR OF SITE**

Following a recent site inspection and due to the amount of debris on the allotment site, the Allotments Officer had requested permission for a second skip to be provided to the site, to be located at the rear.

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**RESOLVED:** To recommend authorising a second skip for the allotment site, to be located at the rear. (Ward Funds)  
To write to all tenants and inform them of the provision of the skip – including the date, time and location.

**All. 27**      **LOW BROWNEY**

a) **PLOT 17 – REQUEST TO ERECT HIGHER FENCE**

**RESOLVED:** To recommend granting permission to the tenant to erect a higher 6ft fence at the front of the plot, to deter fly tipping.

b) **PLOT 21B – REQUEST TO REPLACE EXISTING SHED AND GREENHOUSE**

**RESOLVED:** To recommend granting permission to the tenant to replace the existing 8ft x 6ft shed and greenhouse with a new shed and greenhouse of a similar size, on the condition that they are both maintained to a good standard and removed at the end of tenancy, if requested to do so by the Council.

**All. 28**      **LOW MEADOWFIELD – COMPLAINTS FROM TENANTS AND VACANT PLOTS**

A number of complaints had been received from tenants regarding ongoing site access issues.

**RESOLVED:** To recommend drafting a letter to the residents of Lobley Hill Road. To forward the letter to the Meadowfield Ward Councillors and Allotment Committee for approval before posting the letter out.

**All. 29**      **HIGH BROWNEY – ONGOING FLOODING ISSUES**

**RESOLVED:** To recommend contacting Northumbrian Water to see if they can investigate the flooding issue.  
To contact a contractor for a quote, to potentially turn plot 2 (vacant plot) into a soakaway for the water on the allotment site.

**All. 30**      **HAMILTON ROW – ONGOING FLOODING ISSUES**

**RESOLVED:** To recommend contacting Northumbrian Water to see if they can recommend the best course of action to alleviate the flooding.  
To enquire with Councillor Mrs M Wilson (Durham County Councillor) to see if she can assist with obtaining the relevant land ownership information.  
Following initial enquiries and relevant permissions being obtained, to request a quote from a contractor to clear the gully located next to the allotment site.

**All. 31**      **DURHAM ROAD – ONGOING FLOODING ISSUES**

**RESOLVED:** To recommend proceeding with the soakaway at the entrance to the site in order to try and resolve the flooding issues.  
To recommend awarding the contract to Wharton Landscapes.

**All. 32**      **CARAVANS ON ALLOTMENT PLOTS**

Discussion took place regarding an untidy caravan located near to the entrance at Cockhouse Lane allotment site.

**RESOLVED:** To recommend writing to the tenant requesting that they paint the caravan brown in order to tidy it up or to remove the caravan from the site.

**All. 33**      **ANY MATTER RELATING TO THE ALLOTMENT A MEMBER WISHES TO DISCUSS**

a) **COCKHOUSE LANE – REQUEST TO LOCATE STORAGE CABIN ON GARAGE PLOT**

A request had been received from the tenant that rents garage land at Cockhouse Lane.

**RESOLVED:** To forward the specifications and image to the Ushaw Moor Ward Councillors for discussion.

b) **HAMILTON ROW – PLOT 1**

Information had been received that a tenant on an untidy allotment plot had passed away but that the Council had not been notified. The rent had continued to be paid.

**RESOLVED:** To recommend writing and informing the person in receipt of the letter that they must contact the Parish Council to discuss the matter, as the Council should have been informed.

**All. 34**      **DISCUSSION AND APPROVAL OF QUOTATIONS FOR WORK AT THE FOLLOWING ALLOTMENT SITES:**

a) **Folds Close 68b - Request for 6ft high fence with pedestrian gate**

**RESOLVED:** To recommend awarding the contract to Kevin Wilson Garden Services

b) **Folds Close 70b/71 - Request for 6ft fence**

**RESOLVED:** To recommend awarding the contract to DK Horticulture

c) **Langley Grove 24 - Request for pedestrian gate into existing 4ft fence**

**RESOLVED:** To recommend awarding the contract to Kevin Wilson Garden Services

- d) **Langley Grove 7 - Request for 4ft high fence with 2 pedestrian gates (one wide enough for wheelchair access)**

**RESOLVED:** To recommend awarding the contract to Kevin Wilson Garden Services

- e) **Commercial Street 25 - Request for 3x 6ft high posts**

**RESOLVED:** To recommend awarding the contract to DK Horticulture

- f) **Commercial Street 3 - Request for 6ft high fence & pedestrian gate**

**RESOLVED:** To recommend awarding the contract to DK Horticulture

- g) **Station Avenue 17 & 18 - Request for 4ft high fence with 1 pedestrian gate**

**RESOLVED:** To recommend awarding the contract to Kevin Wilson Garden Services

- h) **Station Avenue 14 - Request for x3 4ft high fence posts**

**RESOLVED:** To recommend awarding the contract to Kevin Wilson Garden Services

- i) **Station Avenue 9 - Request for 4ft high fence**

**RESOLVED:** To recommend awarding the contract to Kevin Wilson Garden Services

- j) **High Browney 19 - Request for x2 4ft posts**

**RESOLVED:** To recommend awarding the contract to Wharton Landscapes

- k) **High Browney 18 - Request for x5 4ft posts**

**RESOLVED:** To recommend awarding the contract to Wharton Landscapes

The meeting closed at 11.40am

Signed  .....

Date 15 - 12 - 2023 .....