

## PEASENHALL PARISH COUNCIL

Minutes of the Peasenhall Parish Council Extraordinary meeting  
held at Peasenhall Assembly Hall on Wednesday 31<sup>st</sup> August 2022

### 2022/77 Attendance and Apologies

#### Attendees:

Cllr. Steve Pewsey - Chair  
Cllr. Frank Potter – Vice-Chair  
Cllr. Barry Rowing  
Cllr Stephanie Liston  
Cllr Roger Benstead  
Cllr Ric Earle  
Cllr Nick Levett-Scrivener

#### Apologies for absence:

None

#### In attendance:

Lisa Eveleigh - Parish Clerk  
3 members of the public

### 2022/78 Declarations of interest and requests for dispensations

Cllrs Rowing and Earle declared a potential interest as a result of their work on the allotment project. Cllr Pewsey informed the Council that advice had been sought from SALC on the subject of dispensations. SALC had advised that it was not necessary for Councillors who have an interest in the allotments, either through their work in support of the provision of allotments in the village or as prospective allotment holders, did not need to apply for dispensations. It is therefore open to all Councillors to take part in debates and votes on the allotments without a dispensation.

### 2022/79 Proposal to Form a Committee to Manage the Establishment of the Allotments

- a) Cllr Pewsey introduced the subject, explaining that the proposal was for the Parish Council to form a Committee to manage the establishment of the allotments at the Mabel's Walk site. He stated that other options to manage the issue would include management by the full Council or management by an Allotment Society. Cllr Pewsey invited Cllr Rowing to provide more detail on the proposal.
- b) Cllr Rowing described a number of advantages of management by means of a Committee under the full Council. He noted that estimated annual charges for the allotment site, should all plots remain vacant, with no rental income, would be £43 for standing water charge and £350 for the clearance of weeds, including in the parking area. Liability insurance would likely be covered by the Parish Council's insurance. Excluding a service charge for use of the private road, the charges would be approximately £52 per year per allotment.
- c) It was noted that the site developer had recently indicated to the Council the potential magnitude of the service/maintenance charge for use of the private road. A number of Councillors noted their dismay at the amount suggested, but it was agreed that this would be the subject of further discussion with the developer.
- d) Cllr Levett-Scrivener asked what the arrangements would be for the allocation of allotments in the event that they were oversubscribed. It was proposed that these arrangements would be decided by the Allotment Committee.
- e) Cllr Liston suggested that the establishment of a Committee should be subject to a Terms of Reference being approved by the full Council.
- f) Cllr Potter suggested that Committee membership should include non-councillors, preferably people who were prospective allotment holders.
- g) Following further discussion it was proposed that the Parish Council establish an Allotment Committee to manage the establishment of the allotment site at Mabel's Walk, subject to Terms of Reference for the Committee being approved by the full Parish Council. This was proposed by Cllr Liston and seconded by Cllr Earle. The proposal was carried by 6 votes to 1.

**2022/80 Allotment Specification**

Cllr Rowing summarised a Specification for the allotment site which had previously been circulated to Councillors. The Parish Council noted the Specification and agreed that it could form the basis of discussions between the Allotment Committee and the site developer.

**2022/81 Allotment Committee Membership**

It was agreed that the Allotment Committee should comprise 4 members, ideally 2 of which would be Councillors and 2 non-Councillors. The following were nominated as 3 of the 4 members:

Cllr Earle, Cllr Rowing, and member of the public Mr Bill Miller  
with the 4<sup>th</sup> member to be agreed by the 3 above.

**2022/82 Finance and Governance**

Councillors have approved by email the Accounts and AGAR for the year ended 31<sup>st</sup> March 2022

**2022/83 Date of Next Meeting**

Cllr Pewsey stated that, due to other ongoing commitments, he was unable to attend meetings on Mondays. He was therefore resigning as a Councillor and Chair with immediate effect. Other Councillors rejected his resignation and agreed that, rather than lose an excellent Chairman, they would reconsider which day of the week council meetings would be held at the next meeting.

The meeting closed at 20:15hrs.

Cllr Frank Potter/Lisa Eveleigh

