



Leigh-on-Sea Town Council

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Chairman: Cllr Richard Herbert
Vice Chairman: Cllr Syrie Cox
Town Clerk: Paul Beckerson



Notice is hereby given that the next meeting of the **Allotments Committee** of the Leigh-on-Sea Town Council will take place on **Wednesday 19th November 2014, Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea, at 7.30pm**, when it is hoped to transact the following business:

Agenda

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATION OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE MEETING ON 17th SEPTEMBER 2014
5. PONDS ON ALLOTMENT PLOTS – Officer's Report

There are now some plots where ponds have been dug out, these are not covered in the rules and conditions. It is recognised that there is some advice nationally that supports such installations where it encourages wild life but this has to be balanced with the main aim of cultivation and the safety of all users of the allotments, particularly the less steady and children.

It is **recommended** that all ponds must have permission from the Council and such requests include a full risk assessment by the tenant from the Health and Safety perspective. Existing tenants of plots with ponds will be written to advising of the new procedure. Posters will be put up on site to notify all tenants.

6. INSTALLATION OF LOCKABLE BOLLARD ON SERVICE ROAD (Randolph Close) – Officer's Report

The Council have agreement to install bollards on the service road at the Randolph Close end. The Committee is requested to agree the details and the source of funding. A lockable bollard would cost approximately £250 it is suggested that this be taken from the Maintenance Budget.

It is **recommended** that the Committee authorise the purchase and installation.

7. COST FOR 30m RUN OF CHAIN LINK FENCING – Officer's Report

The supply and install cost for 30m of 4m chain link fence is (£xxx.00 to follow) and the Committee is **recommended** to consider whether to proceed or not. If the project is progressed the money will be taken from the Maintenance Budget.

8. INSTALLATION OF WATER TANKS ON MDAS SITE – Proposal by MDAS (Appendix 1)

MDAS are proposing to install water tanks at the northern end of the site funded by the ASA, as this would normally be funded by the Council the Committee is **recommended** to consider a contribution to the project and to take this from the Capital Improvements Budget (£258.37 left); in the event that the Committee wish to make a larger contribution, to vire such sum from the Waste Clearance Budget.

9. INSTALLATION OF NEW 2m PALISADE GATE ON MARSHALL CLOSE – Officer's Report

The current gate at the entrance to the site provides poor security, so it is proposed to install a new 2m palisade gate in the alleyway where the side fence goes to full height and to leave the existing gate in place but unlocked.

The Committee is **recommended** to approve the installation of the gate at a cost of (£xx.00 to follow) to be taken from the Maintenance Budget.

10. WRITTEN REPORTS FROM SITE REPRESENTATIVES ON ITEMS NOT COVERED ABOVE – (Appendix 2)

- a) Marshall Close
- b) Leigh Allotments
- c) Manchester Drive
- d) Orchard

11. BUDGET – Report 2434/Allot 11th November 2014 (Appendix 3)

12. CORRESPONDENCE

13. LETTER FROM VICE-CHAIRMAN OF MDAS REGARDING DRAINAGE DITCH ON EASTERN BOUNDARY – Officer's Report

The Committee is requested to consider the status of the hedge/ditch on the eastern boundary. The Council have asked the tenant of plot 17 to clear the soil out of the ditch, the tenant of 7a has asked if they can use the soil deposited in line with the ditch for use in the raised beds on the plot.

The Committee is **recommended** to recognise the hedge row and line of the ditch and that no further rubbish or spoil should be deposited in the hedge row or ditch line.



Paul Beckerson
Town Clerk
13th November 2014

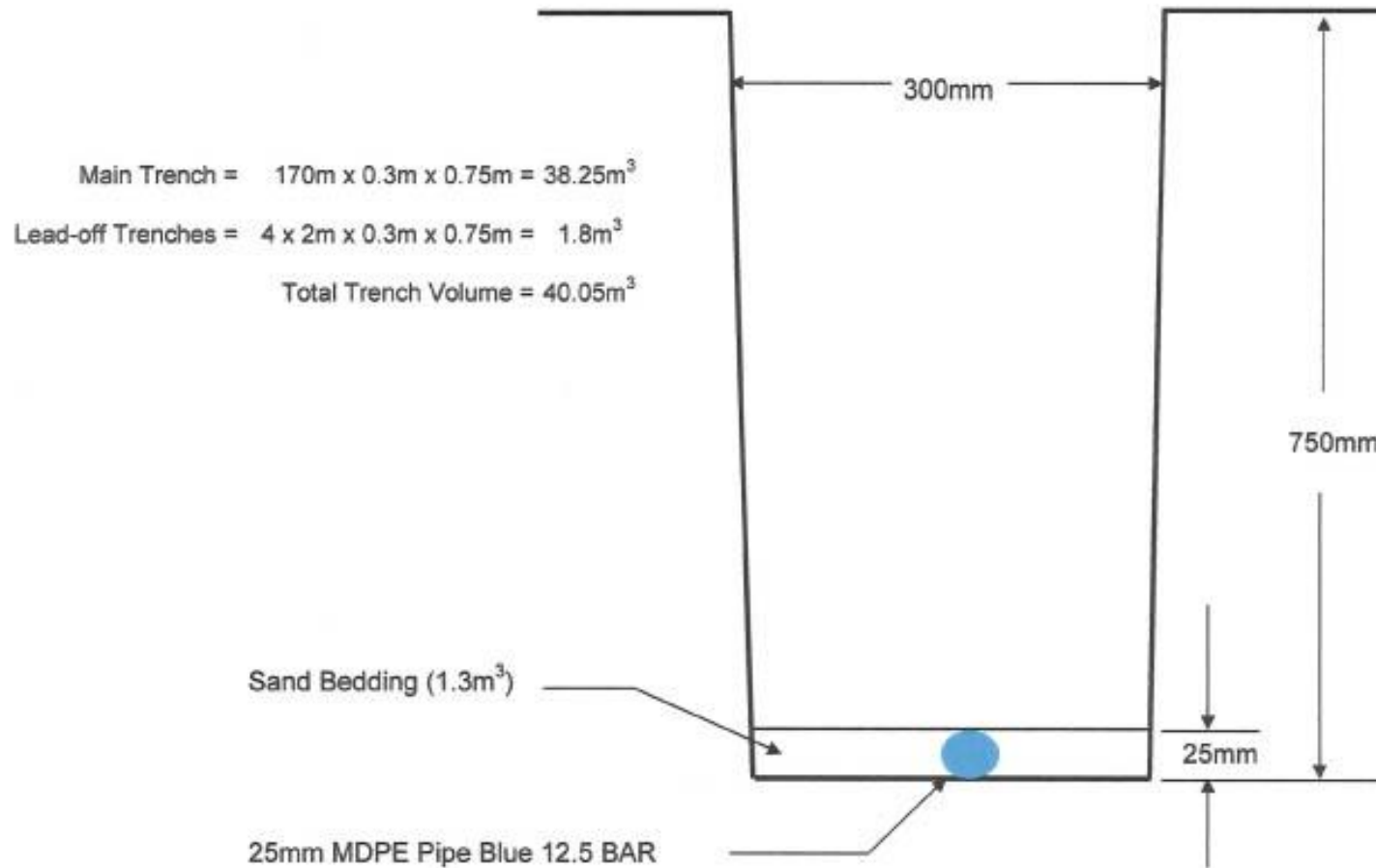
Any member who is unable to attend the meeting should send their apologies before the meeting.

Manchester Drive Allotments - 4 new water tanks

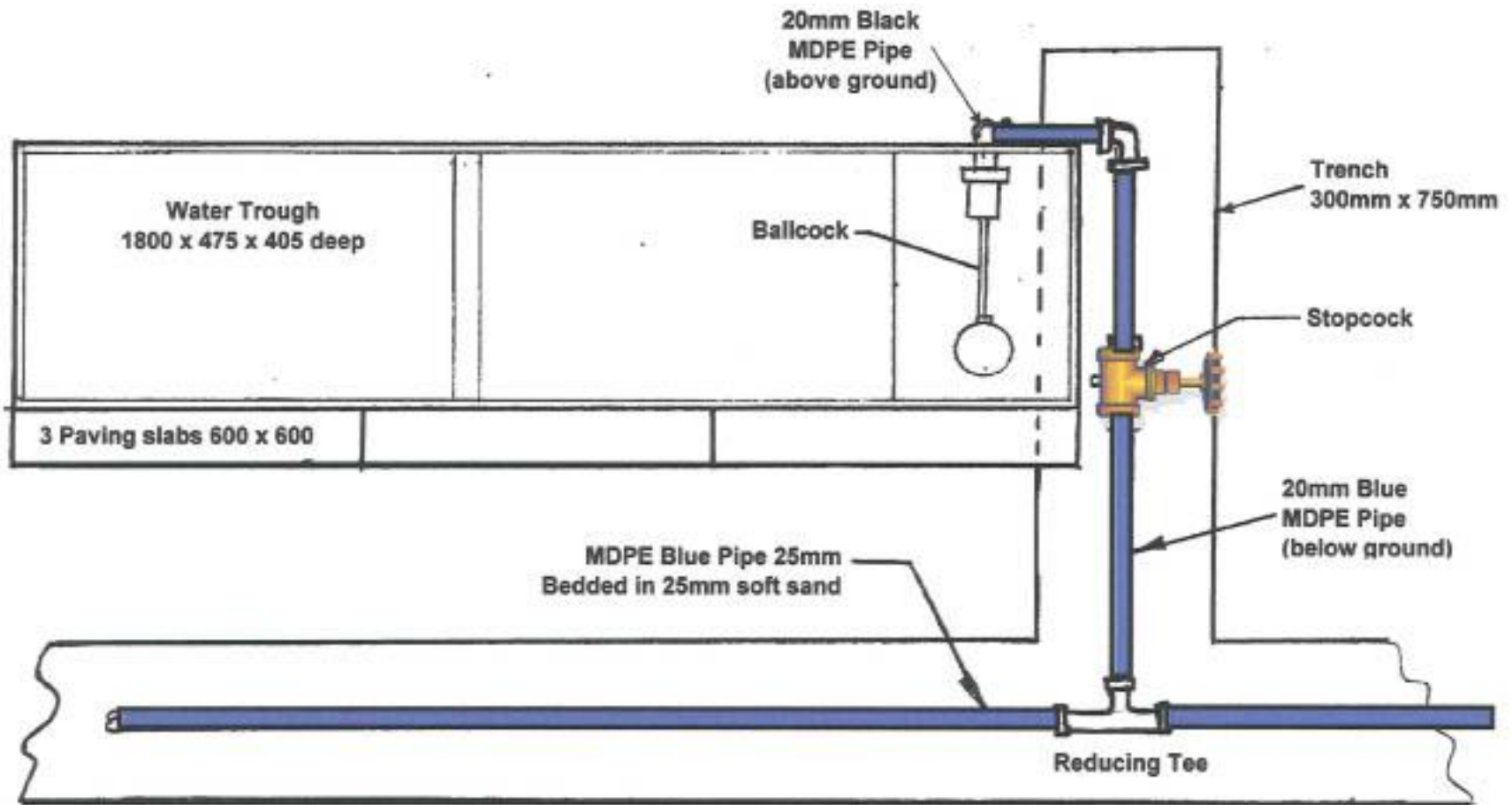
Activity	Details	Contractor	Quoted cost incl. Vat
Digging Trench	Mini digger & driver	Trevor Adams	£444.00
Materials	Pipe, fittings & stopcocks	www.pipestock.com	£260.30
Materials	Tanks, boxes & ballcocks	www.ernestdoe.com	£450.58
Materials	Paving slabs & sand	www.wickes.co.uk	£216.88
Materials	Insulation & stopcock enclosures	www.ebay.co.uk	£121.75
Plumbing	Installing pipes etc & testing	www.bamburysplumbing.co.uk	£250.00
Back fill trench	Mini digger & driver	Trevor Adams	£300.00
Total (incl. vat)			£2,043.51



Trench Detail



Manchester Drive Allotments. New water supply pipe installation



MDAS Allotments - Tank & Pipe Layout

Allotments Committee – 19th November 2014 – Appendix 1

	Qty	Price Each	Total	Delivery	Total		Pt No.	Comment / usage
MDPE Pipe Blue 12.5 BAR 100M X 25mm	2	£51.26	£102.52	£11.99	£114.51	http://www.pipestock.com/mdpe/mdpe-pipe-calls-blue	354918	25mm pipe for main run
MDPE Pipe Blue 12.5 BAR 25M X 20mm	1	£10.05	£10.05	£0.00	£10.05	http://www.pipestock.com/mdpe/mdpe-pipe-calls-blue	354901	20mm pipe for spurs
MDPE Pipe Black 12.5 BAR 25M X 20mm	1	£10.40	£10.40	£0.00	£10.40	http://www.pipestock.com/mdpe/mdpe-pipe-calls-black	354864	20mm black pipe for above ground
MDPE Tee 25mm	1	£3.11	£3.11	£0.00	£3.11	http://www.pipestock.com/mdpe/mdpe-pipe-fittings/tee-25	352014	Take off from existing main
MDPE Reducing Tee 25 X 20 X 25mm	3	£2.65	£7.95	£0.00	£7.95	http://www.pipestock.com/mdpe/mdpe-pipe-fittings/reducing-tee	352021	Reducing spurs to 20mm
MDPE Elbow 90 25mm	1	£1.69	£1.69	£0.00	£1.69	http://www.pipestock.com/mdpe/mdpe-pipe-fittings/elbow-90	352166	Bend to final tank spur
MDPE Elbow 90 20mm	9	£1.39	£12.51	£0.00	£12.51	http://www.pipestock.com/mdpe/mdpe-pipe-fittings/elbow-90	352165	2 bends on each tank 20mm spurs + 1 spare
MDPE Reducing Coupling 25 X 20mm	1	£1.50	£1.50	£0.00	£1.50	http://www.pipestock.com/mdpe/mdpe-pipe-fittings/reducing-coupling	352000	Reducing final spur
Universal Coupling - PM UTC Joiner 21-27mm x 25mm	2	£12.37	£24.74	£0.00	£24.74	http://www.pipestock.com/mdpe/mdpe-pipe-fittings/universal-coupling	355003	Joints to existing out steel pipe or MDPE
PL Pipe Liner 25mm	20	£0.36	£7.20	£0.00	£7.20	http://www.pipestock.com/mdpe/accessories/mdpe-pipe-liners	352917	Internal pipe reinforcements
PL Pipe Liner 20mm	24	£0.36	£8.64	£0.00	£8.64	http://www.pipestock.com/mdpe/accessories/mdpe-pipe-liners	352916	Internal pipe reinforcements
PM Stopcock 20mm	4	£14.50	£58.00	£0.00	£58.00	http://www.pipestock.com/mdpe/stopcocks/mdpe-stopcock	355089	Stopcock for each tank
Gattie-Troughs-457mm-(60")-wide-4800mm-(60")-long-(327lb)	0	£99.02				http://www.las.co.uk/agricultural/watertroughs/default.htm	F020 2001 06	Manufacturers reference
TANK 6FT WITHOUT BOX 72 GAL	3	£82.52	£297.07		£297.07	www.ernestdoe.com	16-F020200108	
1" - 6" SERVICE BOX FOR TANKS	3	£17.95	£54.62		£54.62	or http://www.dsa-supplies.co.uk/index.php?route=product/product&path=02 www.ernestdoe.com	16-F020200711	Slightly more expensive than E.Doe Confirmed correct 1" 6" service box
2" - 0" SERVICE BOX FOR TANKS	1	£24.75	£29.70		£29.70	www.ernestdoe.com	16-F020200702	2" - 0" service box
173001 4.1/22 PLASTIC Ball	4	£1.45	£5.96		£5.96	www.ernestdoe.com	53-01095	Cheaper than Screwfix
171040 BALL VALVE 1/2" HP top1381	4	£5.80	£27.84		£27.84	www.ernestdoe.com	53-01080	Similar to Screwfix
9621 1/2"BSP ELBOW to 20MM Plastic	4	£5.08	£24.38		£24.38	www.ernestdoe.com	53-03968	Tank elbow connects direct to 20mm pipe.
Wickes Hamilton Utility Paving 600x600mm Grey Single	12	£5.43	£77.16	£0.00	£77.16	http://www.wickes.co.uk/Wickes-Hamilton-Utility-Paving-600x600mm-Grey	224570	3 slabs per tank
Wickes Building Sand Jumbo Bag 850 kg (0.5m ³ approx)	3	£38.24	£114.72	£25.00	£139.72	http://www.wickes.co.uk/Wickes-Pea-Shingle-Jumbo-Bag-p/224565	220080	Pipe bedding in trench
22mm mdpe plastic water pipe/tube insulation	1	£7.75	£7.75	£0.00	£7.75	http://www.ebay.co.uk/itm/NEW-22mm-copper-mdpe-plastic-water-pipe-1		Frost protection for exposed pipes
Plasson Stop Cock Tap Chamber Housing With Lid 20mm	4	£28.50	£114.00	£0.00	£114.00	http://www.ebay.co.uk/itm/Plasson-Stop-Cock-Tap-Chamber-Housing-Y1		Access chambers for stopcocks
			Total		£1,049.51			

Marshall Close November Report

Not a lot to report, changeable weather conditions keeping the site very quiet, although a lot of tidying and clearing evident.

All plots are now let, with most plots showing marked improvements.

We are still having problems with the gate, despite attempts by volunteers to improve the problems with the post.

Water to the site will be turned off in the next few weeks.

Anne Scobie

12th November

LOSALGA

Leigh on Sea Allotment

Association

and Leisure Garden

A very successful season both for crops and socially at The Greenhouse.

Several fundraising events have been held with two more still to come.

These are a mulled wine do and also a Christmas Fair on Sunday 30th November. All welcome!

With the main growing season now finished, most plots are being mothballed or planted with over wintering veg. Also general maintenance is being done.

The trench on the adjoining northern track has been filled and a French drain installed by a joint venture with MDAS, and hopefully this will cure some drainage problems in that area.

Yet another skip was arranged for the 1st and 2nd of November and this was filled to the brim with allotment rubbish. This was skip No.4 this season, and still the rubbish keeps coming!

ASA

Mowing of the tracks has been difficult due to the recent rain leaving the ground a bit boggy and I think track closure is imminent.

Some scalplings have been laid along the eastern track where minor flooding was causing a problem.

No maintenance issues have been notified.

We have a short waiting list and a few vacant plots and a marriage of the two is being arranged at the moment.

Alan Ashdown
Chairman Leigh Allotments

MDAS

MDAS activity report for LTC allotments committee meeting

November 19 2014

Activities

A very successful Apple Day was held on the 25th of Oct. in conjunction with David Hammond. Supplies of the Orchard products were available and Ron Bates brought along his apple press to produce juice from customer's own fruit. It is hoped to repeat this next year.

Meet and Greet repeated their Plot to Pot evening which was well supported on an evening of indifferent weather.

The Christmas Social will be held on the 21st of Dec. All welcome, free drinks and nibbles. A raffle will

be held in aid of the MacMillan nurses

The shop and café will be closed from the 21st of Dec. to 1st weekend of Feb. as usual. Potato and seed orders will be taken until the closure.

An autumn newsletter has been produced by Martin Scott.

Rents and Plots

Most rents are now in with only a few late payers to chase up. There have been 6 terminations this year. We have let 23 plots to newcomers this autumn and we have no body on our waiting list. There are 2 full plots and 8 half plots available currently.

Site Developments

- 1) Quotations have been passed to the Town Clerk for the installation of four new water tanks at the top of the site. The site plan shows the installation positions proposed and the technical specifications for the installation, based as near as we can judge on those used for the rest of the site. This is covered by ASA money in the main but a contribution towards the pipe work installation is requested. Currently, we do not have details of the pipe runs and a plan is requested from LTC to assist in locating the main supply pipe at the top of the site.
- 2) The cut through at the top of the site has been reinstated with the help of LOSAGA and includes a drain pipe set in shingle to help dry out the area. The ban on the use of scalpings prevented reinforcing the surface at this time.
- 3) Costs are being sought for the installation of a waste pipe from the café sink and rain water from the roof into the nearby drain. The rain water currently runs onto the car park which does not help the current flooding problems. MDAS Finance.
- 4) Two skips were provided in October for members use although some space had to be given to removing a further amount of broken glass and window frames which had been thrown over the fence at the top of the site, probably by a double glazing company. The large amount of broken glass was particularly hazardous and we considered, had to be removed no matter who put it there. We understand that SOS has a number of CCTV cameras available which can be borrowed for a period. Does anyone have any information or contacts that could help?
- 5) During the summer of 2013 a number of vehicles started to use the main car park as a through route rather than go round the front of the buildings on the hard standing. They appeared to believe that the speed restriction did not apply to the car park and their behaviour was dangerous and damaging to the car park surface. It appeared logical to close off the top of the car park to through traffic and use it only as a car park. In mid-summer a row of railway sleepers was placed at the top. No further activity took place and no complaints have been received by MDAS. During the wet winter of 2013/2014 the car park was out of use and the sleepers remained in place through the summer of 2014. The MDAS committee was, therefore, shocked at the tone of the E-Mail received demanding the removal of the barriers at the top of the car park. They were placed there primarily as a matter of safety and common sense.

There are more young families on the site now and they do use the car park. We would ask you, therefore to reconsider your judgement in this case.

- 6) The main tracks now need some reinforcement in some areas and, since we cannot use scalpings, we propose to investigate the cost of using aggregate.
- 7) It is still proposed to lay a drain across the main car park as outlined in the September report but this will have to wait until capital becomes available in 2015.
- 8) There is an issue regarding the status of the hedgerow dividing MDAS and LOSALGA. We believe there is a drainage ditch running through the hedge although it is blocked in several places, see separate letter concerning this issue.

Tony Wilson, Vice Chairman.

LEIGH ALLOTMENTS ORCHARD GROUP

Orchard Report, November 2014

Apple harvesting and distribution is now almost complete with just a couple of late apple trees still carrying some fruit.

The group supported the Apple Day held at MDAS at the end of October which was very successful. We had a table display advertising the orchard, and there were apples to buy, and food with apple content. Ron Bates brought along a fruit press and two batches of apples brought in were duly turned into juice, and this generated considerable interest.

We are now gearing up for our major work party of the year on Sunday 16th November when the scythes and sickles come out and we carry out the annual grass cut.

Then it is a case of keeping a watching brief and hoping we won't be flooded again, although judging by the long range forecast that seems a forlorn hope.

Early in the New Year any necessary pruning will be done, and then it all starts again.

David Hammond
11th November 2014

Heading	2013/14 B/F	Income Budget	Income to Date	Expenditure Budget	Spend to Date	Commitments	Balance	% Spent
Rents								
Manchester Drive		5,294	608.25				4685.75	11.49
Leigh		2,301	1257.00				1044	54.63
Marshall Close		308	328.00				-20	106.49
Grants			0.00					
Other Income	1,500							
MDAS Agency Fee 12.5%				662	76.03			
Affiliations				0	0.00		0.00	
Water Rates		2,564	563.00	2,700	1,114.40		1,585.60	41.27
Water Rates Rebate				950				
Staff Costs				5,250	2,523.68		2,726.15	48.07
Waste Clearance	2,399			0	£633.34		1,765.99	26.40
Maintenance				1,000	2.50		997.50	0.25
Miscellaneous				60	0.00		60.00	0.00
Training					0.00		0.00	
Hedge Cutting				1,000	100.00		900.00	10.00
ASA - LA				1,600	1,200.00		400.00	75.00
ASA - MDAS				3,000	2,250.00		750.00	75.00
ASA - MC				500	375.00		125.00	75.00
Capital improvements*			1685.00	2,500	3,926.63		258.37	93.83
Keys			115.00	0	232.62		-117.62	
Totals	3,899	10,467	4556.25	19,222	12434.20		9,450.99	53.78
Nett cost (exp - inc)		8,755			7877.95		4,776	
Revenue					1,427.64			
Capital*								
Tenancy Deposits	1,622.50		845.00		315.00		2152.50	