

OWPC Patch Allotments Bi-monthly report

Rental renewals

All rental renewal letters for year 10/2014 to 09/2015 have been posted or hand delivered.

Plot Occupancy

Currently only 10 plots are available to new tenants, this includes 4 plots which are either often waterlogged or in very poor position.

PAA

The newly elected PAA is up and running successfully. They have completed the re-painting of the hut, toilet and outside furniture, the first mowing of ridings is done and the poly-tunnel has been cleared and is back in use.

Pyracantha Planting

The planting of the original tranche of 420 has been completed. Some later planting on the West boundary is struggling due to lack of rain caused by the overhanging trees on the Parks trust land. Therefore on June 14 the G4S community workers did a saturation watering and planted the remaining 20 plants next to those which were in the worst state.

We will be reviewing the planting numbers before restarting planting in late Autumn, it is possible the total amount of planting required will be less than that originally envisaged. Further review, in about twelve months time, may reduce this total even more according to the success or otherwise of this first planting and further growth of existing undergrowth and bushes at boundary weak points. The purchase cost, £1960, of the remaining 800 pyracantha from supplier of original tranche may therefore be reduced.

New East Gates and Palisading

The supply and fitting for this project were delayed due to a problem with the supplier's workforce. The contractor has now asked to start on August 1st. We have asked the clerk to re-issue the purchase order adding the starting date as of the essence.

Maintenance.

The skip was hired and rubbish near to the huts removed.

We have not received an indication of the amount of hut insurance relating to the building itself which the PC have agreed to pay, cost still expected to be about £150 p.a. The delay appears to be due to the fact that the PAA have not yet received any of the books from the previous incumbents.

The PAA have started to mow the ridings, the cost was agreed at the last PC at £250 per annum – including maintaining the meadows.

About forty tenanted plots are in an unacceptable state of cultivation and we shall be sending out warning letters after consultation with PAA who have conducted their own review of the plots.

The PAA have done some essential plumbing work on the taps and troughs.

The PAA have suggested that they take on the clearing up of vacant plots. This would consist of rubbish clearance, strimming, weed killing and covering the plot with black porous plastic. They

have suggested £25 per plot fully inclusive of petrol, the ground cover and machinery maintenance. This work was done last year within the £2,800 contractor cost in the previous summary, this work covered just clearance and strimming. Currently there are ten vacant plots, but we anticipate a significant number of plots may be vacated around the start of the 2014/15 season following uncultivated plot letters. We should allow for a possible worst case scenario of the forty uncultivated plots plus natural turnover, say sixty in all. Since this is the PC's first major attempt to rid the site of uncultivated plots, we are confident that numbers, and costs, will reduce in future years.

Proposed: to agree the offer from the PAA to clear and cover the vacant plots at maximum £25 per plot. The project will be reviewed following work on the current vacant plots, and again after work on further vacant plots appearing as a result of non-renewals for 2014/15. Estimated worst case cost up to and including rental year 2014/15 is £1,750.

Aggregate for Ridings

The timing of the procurement of the 10 tons type 1 aggregate, cement and whacker plate hire agreed at the May PC meeting to be arranged with the PAA.

Noticeboard

The purchase of the noticeboard agreed at the May PC meeting is expected to take place in July.

Post Box

We may delay the purchase of the lockable post box agreed at the May PC meeting until the gate and palisade contract date is known.

Plot Staking

As stated above, we and the PAA are surveying the state of the plots. The re-measuring and re-staking project will be rolled out following a study of the surveys.

Container

This project has started and should be completed in July or early August.

Terms of Reference

A draft Terms of Reference has been circulated for discussion.

Proposed: To agree the Patch Working Party Terms of Reference

Financial Summary

As detailed above, there are probable reductions to be made, but, until there is more certainty the tables remain as per the May report - except the split of the Financial Years.

<u>CAPITAL EXPENDITURE</u>	2013/14	2014/15	2015/16	2016/17
Pyracantha		£2,000		
Aggregate and cement for Ridings		£550		
Re-staking including labour (£2k)		£2,000		
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Palisading and new East gates	£2,870			
One-off West boundary pruning		£800		
Lockable post box		£200		
Noticeboard		£650		
Toilet storage bins		£120		
Containers		£2,800		
Annual Totals	£2,870	£9,120	£2,000	£2,000

REVENUE EXPEDITURE

Anglian Water	£1,500
Grass cutting x 8	£960
1 cut flower meadow	£150
Postage x 3	£280
Stationery	£75
Printing	£75
Skip x 2	£400
Maintenance, troughs and associated plumbing	£250
Maintenance, boundary	£250
Discretionary items e.g. open days	£250
Maintenance, contractor	£2,800
Compost-able toilet consumables	£250
Total	£7,240