

CENTRAL SWINDON NORTH PARISH COUNCIL

Agenda Item 3, Allotments – Leisure & Amenities Committee, 6th December 2017, All Saints Church, Southbrook Street

- **Introduction**

This report has been produced to update members of the Leisure & Amenities Committee on the invoicing process and expected income from the 9 Leisure Gardens transferred to the Central Swindon North Parish Council on 1st Oct-17 and request approval for expenditure.

Invoicing & Income

- Invoices for allotments at the Leisure Garden sites for the period 1st Oct-17 to 30th Sep-18 will be issued by Friday 8th Dec-17.
Welcome letters/introductions to the Parish Council and new letting agreements are being sent out with all invoices, copies of which are attached.
- There have been delays in issuing invoices whilst site visits to the Leisure Gardens were completed and the accompanying Welcome Letters and Letting Agreements were being drafted.
- Based on the allotment data received from Swindon Borough Council a total of 491 invoices will be issued for varying plot sizes; 2.5, 5 and 10.
The total amount being invoiced is £17,227.80 which is broken down as follows:

Akers Way

31 x half size plots @ £30.60 each = £948.60

6 x quarter size plots @ £15.30 each = £91.80

Churchward Avenue

4 x full size plots @ £61.20 each = £244.80

26 x half size plots @ £30.60 each = £795.60

Cheney Manor

12 x full size plots @ £61.20 each = £734.40

77 x half size plots @ £30.60 each = £2,356.20

1 x half size plots @ concessionary rate of £22.95 each = £22.95

Crowdys Hill

20 x half size plots @ £30.60 each = £612

Gorse Hill

16 x full size plots @ £61.20 each = £979.20

1 x full size plots @ concessionary rate of £45.90 each = £45.90

65 x half size plots @ £30.60 each = £1,989

1 x half size plots @ concessionary rate of £22.95 each = £22.95

Pickards Field

31 x full size plots @ £61.20 each = £1,897.20

2 x full size plots @ concessionary rate of £45.90 each = £91.80

92 x half size plots @ £30.60 each = £2,815.20

9 x half size plots @ concessionary rate of £22.95 each = £206.55

1 x quarter size plots @ £15.30 each = £15.30

Redcliffe Street

15 x full size plots @ £61.20 each = £918

55 x half size plots @ £30.60 each = £1,683

1 x quarter size plots @ £15.30 each = £15.30

Rodbourne Farm

20 x half size plots @ £30.60 each = £612

2 x half size plots @ concessionary rate of £22.95 each = £45.90

Somerford Close

2 x half size plots @ £30.60 each = £61.20

1 x half size plots @ concessionary rate of £22.95 each = £22.95

- Based on observations made at recent sites visits its thought that potentially 15-20% of tenants may give notice to quit their allotment at the point of receiving an invoice for the new year. The Parish will seek to let any plots given up as soon as possible to prevent these from becoming too overgrown which puts off new tenants.

Expenditure

- The Allotments Working Group have met twice to date and would like to pilot a scheme whereby plot number plaques are issued to tenants to display, rather than putting the onus on individual tenants to display their own plot number. This will give a more uniform look to the plots and a sense of the Parish management role.
A quote to produce plot numbers has been obtained from Enterprise Works and each plaque works out as approx. £11 each (excluding VAT). A copy of the quote is attached. Gorse Hill Leisure Gardens has been selected as the site to trial the provision of plot number plaques at. There are 96 plots available at the site of which 87 are currently tenanted. The total cost to have 96 number plaques produced is £1,010.88 (excluding VAT).

This scheme will be considered a success if all numbers are clearly displayed at all times and plot holders appreciate number plaques being supplied to them.

If successful it is assumed this scheme will be rolled out across all of the Leisure Garden sites managed by the Parish Council.

- Churchward Avenue Leisure Gardens were broken into three times during the 1st week in December 2017 and several sheds and personal property was damaged. Unauthorised people can gain access to the site via the fence to the left of the main gate by climbing over the wall of the neighbouring property. Please see pictures below.



To make the site more secure and less susceptible to vandals and break-ins it is suggested a taller more secure fence is installed to replace the existing chain link fencing.

The cost of purchasing a 1.8m tall 6m wide High "V" Mesh Security Fence is approx. £114.96 (excluding VAT), a 12m wide fence is approx. £226.42 (excluding VAT). Please see the attached.

Quotes for the supply and installation of the above fencing are currently being sought

Recommendations

- That the Leisure & Amenities Committee approve the total spend of £1,010.88 (excluding VAT) to produce plot number plaques for the Gorse Hill Leisure Gardens.

- That a maximum spend of £500 is approved for the provision and installation of replacement fencing at the Churchward Avenue Leisure Gardens to increase security at the site.