



## Minutes of Witham St Hughs Allotment Committee meeting held on Tuesday 28<sup>th</sup> September 2021 at 7.30pm, in the village hall.

Present, Cllr Harrison – Chairman, Cllr Bell, Karl Gandy - Allotment Liaison Officer, Claire Shepard Cargills Representative & Vanda Ward Committee Member

Public Comment –

One member of the public discussed his eviction notice and the reasons why he was unable to attend his plot. (see agenda point4)

Another plot holder then introduced themselves – adding he was new to the allotments, he runs a charity and explained how the two would fit together.

### Agenda Items

1. Welcome & Apologies  
Apologies were received from Stuart Traves – Cargills Representative.  
It was **Resolved** to accept the reason for absence – All Agreed.
2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and requests for dispensations.  
K Gandy – Plot Holder.
3. Notes of the Allotment Committee meeting held on Wednesday 28<sup>th</sup> July 2021 to be approved as minutes.  
It was **Resolved** to approve the notes as minutes – All agreed, signed by Chairman.
4. To receive residents' comments after the 2<sup>nd</sup> Allotment plot inspections, and to consider the next course of action.  
The plot holder with the wasp's nest was given a month's grace whilst he sourced further advice regarding their removal. The Clerk had been in contact with the National Allotments Society who advised that the wasps were the plot holders' responsibility, not the Parish Councils.  
The other plot holders with final notices had given up their plots or they are being sorted.
5. Report from Liaison Officer to include
  - a. Update on the clearing of the rubbish.  
Karl to arrange for 2 more skips to be delivered.
  - b. Vacant Plot numbers.  
1 full plot & 1 half plot was still available

The Clerk was asked to remind them that the gates need to be locked when they are site and when they leave.

- 6. To review the Terms and Conditions to consider adding.
  - a. Control of Rats/vermin  
Advice needed as what can/cannot be used to combat vermin. Action Clerk
  - b. Materials that cannot be used on plots.  
Add carpets and tyres as not being acceptable on the plots. Action Clerk
  
- 7. Risk Assessment update (action points from last meeting).  
Deferred to the next meeting.
  
- 8. Fly Tipping at the Allotments.  
The only authorised contractor to bring chippings to the allotments is 'Tukes Tree Services'. Another tree firm had been given permission to bring chippings but more recently had left logs/tree trunks and garden waste.  
With immediate effect the only contractor allowed to bring chipping is the Parish Council Contractor – above.  
Contractors are to be challenged by plot holders if they anyone else on site.
  
- 9. Date & time of the next meeting

24 November 2021 at 7.30 pm

Signed .....

Date .....

Print .....