



Minutes of Witham St Hughs Allotment Committee meeting held on Wednesday 27th April 2022 at 7pm, in the village hall.

Present Cllr Harrison – Chairman, Cllr Bell, Claire Shepherd Cargills Representative & Stuart Traves Cargills Representative.

1 member of the public

Agenda Items

1. Welcome & Apologies

Apologies were received from Karl Gandy – Committee Member.

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.

Cargills representatives – Claire Shepherd & Stuart Traves.

3. To appoint additional members to the Allotment Committee.

Deferred to the next meeting

4. Notes of the Allotment Committee meeting held on Wednesday 26th January 2022 to be approved as minutes.

It was **Resolved** to approve the notes as minutes – All agreed, signed by Chairman.

5. Clerks Update

The Clerk made comment at 2 invoices were still outstanding for the year 2022/2023. After discussions it was **Resolved** that unless payment was received, the plots would become vacant.

The Clerk made comment that the lease had been signed noting the following –

Further to a discussion with Stuart Traves (from Cargills), we understand that as the current lease due to be signed will take us to Aug 23, this will be within a 13 month notice period.

We accept that the lease should still include the landlords break of 13th months and we are happy to proceed on this basis.

6. Report from Liaison Officer to include

a. Update on the clearing of the rubbish – date of skip to be delivered.

The Allotment co-ordinator had sent comment that a skip was on order for the 6th May, this was asked to be cancelled as it was considered that there would be too much rubbish for one skip and an alternative option may need to be sourced.

b. Vacant Plot numbers.

This was unclear, the co-ordinator was asked to make a list of vacant plots, then the open spaces contractor could get them strimmed.

There are currently 5 full plots & 1 half plots available

7. To review the Terms & Conditions for plot being given up voluntarily

The Clerk was asked to circulate the T & C for additional wording to be considered.

8. To set the date for plot inspections.

Inspections will take place adhoc, with a list of requirements to be met in accordance with the T&C, the clerk was asked to provide a copy of a plot map laminated.

Action Clerk.

9. Date & time of the next meetings.

Monday 25th July 2022 at 7pm.

Monday 24th October 2022 at 7pm.

Signed

Date

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