



Minutes of Witham St Hughs Allotment Committee meeting held on Monday 24th October 2022 at 7pm, in the village hall.

Present Cllr Danny Bell Vice - Chair, Claire Shepherd Cargills Representative & Stuart Traves Cargills Representative.

Rachel Popplewell – Parish Clerk.

3 members of the public.

Comments were received from the members of public regarding padlock into the allotments that sometimes get stuck, the clerk was asked to investigate getting it repaired or replaced.

A village show was discussed with plot holders being encouraged to enter. Other community groups are to be invited to take park. A date of 15th July 2022 was put in the diary for the show with the members of public offering to co-ordinate.

Agenda Items

1. Welcome & Apologies

Apologies were received from Cllr Karen Harrison (Chairman) & Karl Gandy (Liaison Officer)

It was **Resolved** to accept the apologies & reasons for absence – All Agreed – Show of hands.

Cllr Bell Chaired the meeting the absence of Cllr Harrison.

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. Notes of the Allotment Committee meeting held on Monday 25th July 2022 to be approved as minutes.

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

4. Report from Liaison Officer to include

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

In the absence of the liaison officer the Clerk made comment that the wood pile had been cleared with a total of 6 skips being filled over the previous 12 months.

There appeared to still be rubbish dotted around the allotments, another skip may be required in the future.

The Clerk was asked to contact the Liaison Officer, to ask if he is still happy to carry out the role, if not another plot holder could be appointed.

Action Clerk.

b. Vacant Plot numbers.

The Clerk made comment that there are currently, 3 full plots & 2 half plots available.

5. To review the plot fees for year 2023/2024 and agree any changes.

After discussions it was **Resolved** to propose the following increases to be agreed by full council.

Half plot - £25.00

Full plot - £45.00

Deposit - £60.00

Key deposit to remain the same.

All agreed – show of hands.

6. To agree to appoint new members on to the Allotment Committee, Resolution to be passed by Full Council.

After discussions it was agreed to appoint Vicky Trotter & Electra Pearce to the Allotment Committee. Appointment to be passed by Resolution at the next Parish Council meeting on the 16th of November 2022. Action Clerk.

7. Update following inspections of Plots by Committee Members and to agree subsequent actions to be taken.

Inspections had been carried out by committee members with a lot of the plots not up to standard as set out in the terms & conditions. Over time plot numbers have vanished, making it hard to identify which plot was which. After discussions it was **Resolved** to write to all plot holders reminding them of the Terms & Conditions and what is expected of them regarding maintenance of their plots.

The next plot inspections would be on the 11 December 2022 at 11am, with all plot holders invited to meet the committee for refreshments whilst the inspections take place. Action Clerk.

8. Date & time of the next meetings.

23rd January 2023 & 24th April 2023 at 7pm

Signed

Date

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