



Minutes of Witham St Hughs Allotment Committee meeting held on Monday 29th January 2024. at 7.00pm, in the village hall.

Present Cllr Karen Harrison, Stuart Traves & Claire Shepherd Cargill Representatives, Vicky Trotter & Electra Pearce.

Rachel Popplewell – Parish Clerk.

8 members of public.

Comments were received from the public regarding the flooding at the plots – see agenda item 8.

The Chair confirmed that access to the Allotments would still be available during the Camp Road, road closures.

Harass fencing plus a pallet has made a bridge across the dyke from the new housing development to the Allotments. The Clerk confirmed she has contacted Strawson's and asked them to remove it.

Agenda Items

1. Welcome & Apologies

Apologies were received and accept from Cllr Danny Bell & Cllr Derek Fletcher.

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.

Cargill representatives – Stuart Traves & Claire Shepherd.

Vicky Trotter & Electra Pearce – plot holders.

3. Notes of the Allotment Committee meeting held on Tuesday 5th December 2023 to be approved as minutes.

It was **Resolved** to approve the notes as minutes and a true record, signed by the Chair. All Agreed – show of hands.

4. Clerks update & correspondence – to Resolve to approve anu subsequent actions.

The Clerk made comment that she had issued the invoices for the next financial year, to be paid by 31.03.2024.

Plot holders were reminded to return their Tenancy Agreements, these had also been issued with the invoices.

A new Facebook group has been set up by the Parish Council, plot holders were encouraged to join as the 'old' page will no longer we used.

WSH PC Allotment Plot Holders. (new page)

The Clerk confirmed that the combination lock code at the allotments had been changed, the Non-Emergency Control centre had been advised of the new code. Residents were reminded to only use their key to open the lock on the gate.

5. To review the Risk Assessment.

The Clerk had previously circulated Risk Assessment, after discussions it was **Resolved** to approve the Risk Assessment – All agreed, show of hands.

6. To confirm the date for the next allotment plot inspections – 24th February 2024

Date was confirmed for the inspections, all plot holders are invited. Cargill's representatives would carry out ad hoc inspections during the day, with findings to be circulated back to the Committee.

7. Report from Liaison Officers to include.

- a. Vacant Plots – 4 half plots, 1 full plot.
- b. Remain rubbish on the plots – rubbish seems to be in hand currently.

8. Allotment flooding update.

The Chair made comment, that she had spoken to Strawson's after the plots were flooded. Asking them to ensure that the dykes were clear so the water could flow away from the plots. After investigations, 2 dykes were joined together making a difference to the water flow next to the Allotments. The Chair also added that the continual piling of waste to the right-hand side of the allotments by plot holders is causing a barrier which doesn't allow the flow of water into the ditch between the Allotments & Germinal. Waste should not be being put there, so perhaps channels need to be dug by the plot holders to allow flow into the ditch.

9. Date & time of the next meetings.

Monday 25th March 2024 at 7pm

The Allotment Committee Then **Resolved** to move into closed session.

Items of confidential nature to be debated in the presence of the press & public under the Public Bodies (Admissions to Meetings) Act 1960.

1. Update on plot holders issued with eviction notices & warning letters from the August 2023 Inspections.

The Clerk made comment that, 3 evictions were due on the 29.01.2024. All other letters had been actioned,

Signed

Date

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