



**Minutes of Witham St Hughs Allotment Committee meeting held on Tuesday 11<sup>th</sup> March 2025 at 7.30pm, in the village hall.**

Present Cllr Karen Harrison, Cllr Mark Gascoigne, Claire Shepherd & Stuart Traves - Cargill Representatives.

Rachel Popplewell Parish Clerk

1 member of public

*No public comments were received.*

Agenda Items

1. Welcome & Apologies

The Chair welcomed everyone to the meeting, no apologies had been received.

Dawn Moll – absent.

The Clerk made comment that Vicky Trotter, Committee Member had resigned.

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.

3. Notes of the Allotment Committee meeting held on Tuesday 14<sup>th</sup> January 2025 to be approved as minutes.

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

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

The clerk made comment that the remaining rubbish had been removed from the allotments by Cllr Gascoigne. The Chair passed her thanks onto Cllr Gascoigne for his help.

The Clerk made comment that the footpath contractor would be starting in the village within the next month, prior to that he would survey the allotment carpark regarding putting the tarmac chippings there. Cargill requested that the drainage be monitored to ensure the water flows out in to the ditch and not back into the carpark.

The Clerk made comment that not all of the invoices had been paid, although the due date was 31.03.2025.

5. Report from Liaison Officers.

Nothing to report.

6. To note the change of padlock at the Allotments.

Cllr Harrison made comment that the gate lock at been changed at the allotments as plot holders were struggling to open it, the new lock has been built to fit the existing keys.

Only keys take on a deposit from the Parish Council should be used to open the padlock. Plot holders can obtain an additional key from the clerk with a deposit. Keys should not be copied & re-cut and used as they can cause issues in the lock

7. Date and time of next Allotment Inspection/meeting

Inspections – Tuesday 6<sup>th</sup> May 2025 at 6pm.

24<sup>th</sup> June 2025 at 7.30pm – Allotment Meeting

Meeting Closed 8.10pm.

Signed .....

Date .....

Print .....