



## **Minutes of Witham St Hughs Allotment Committee meeting held on Tuesday 24<sup>th</sup> June 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

4 members of public

Questions were raised regarding the possibility of a water supply to the allotments. This was declined, but a water supply will be installed when the plots move into the village.

A member of the public asked if the area maintained by Cargills could be set aside for rewilding, they confirmed that some of the field was already set aside and the area around the carpark would be cut back imminently.

### Agenda Items

1. Welcome & Apologies

The Chair welcomed everyone to the meeting, apology had been received from Dawn Moll, Committee Member

It was **Resolved** to accept the apology and 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.

Cargill representatives – Stuart Traves & Claire Shepherd.

3. Notes of the Allotment Committee meeting held on Tuesday 11<sup>th</sup> March 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 all the invoices have now been paid.

There are currently 9 half plots vacant.

5. Review of Allotment Inspections.

Cargill representatives made comment that they had carried out inspections with most of the plots looking good. The same plots that need attention had also been highlighted by the Parish Council, following their inspections.

6. To discuss the Lease Agreement, between the Parish Council and Cargill.  
Cargill representative made comment that the lease was due for review August 2025, they have spoken to their legal team to ask if it can be extended. The Chair made comment that no changes were required from the Parish Council.
7. To consider repairs to the gate and new signage.  
Cllr Gascoigne make comment that the 'no parking' sign was broken, the Clerk was asked to purchase a new one.  
The gate needed to be repaired as it was dragging on the floor and the post was loose. After discussions it was **Resolved** to investigate getting the gate repaired, Cllr Gascoigne offered to contact a local company.  
The original allotment gate sign had been designed by children from the school, the email address on there is now incorrect. Clerk to contact the school, to ask if the children would be able to do a new design. Action Clerk.
8. Date & Time of next meeting & inspections.

Inspections – Tuesday 22<sup>nd</sup> July 2025 at 6pm.

Allotment Meeting – Tuesday 19<sup>th</sup> August 2025 at 7.30pm.

Meeting Closed 8.15pm.

Signed .....

Date .....

Print .....